

C57.91 - IEEE Loading Guide
Tuesday, April 12, 2011
San Diego, California, USA
Minutes of WG Meeting

The working group was called to order by Chair Don Duckett at 9:30 am. Vice Chair Carlo Arpino and Secretary Susan McNelly were also present.

There were 28 of 55 members present (a quorum was achieved) and 44 guests. New requests for membership will not be entertained due to the Guide having gone to ballot. However, anyone who has volunteered to work on the ballot resolution group will be added to the membership list.

Agenda:

- 1. Roll Call/Introductions**
- 2. Patent disclosure announcement**
- 3. Previous meeting minutes approval**
- 4. Status of the present Guide**
- 5. Adjournment**

Introductions of members and guests were made.

The IEEE Patent disclosure requirements were discussed and a request was made for disclosure of any patents that may be related to the work of the WG. There were no responses to the request for disclosure.

Minutes from the Spring 2010 meeting in Houston, Texas and Fall 2010 meeting in Toronto, Ontario, Canada were approved.

Status of the present Loading Guide:

The Guide was set to expire and be withdrawn at the end of 2010. A PAR extension until the end of 2011 was requested and approved at the December NESCOM meeting.

Draft 9 Ballot summary:

- Draft 9 was balloted with 218 comments, 82 as must be satisfied.
- The ballot met the 75% return requirement with 97% affirmative rate.
- Draft 10 has incorporated many of the comments that were received.

Don indicated that the next step will be to form a ballot resolution group to review the remaining technical comments received during the ballot process. A request for a ballot resolution group (BRG) was made and the following have volunteered: Don Duckett, Carl Arpino, Sue McNelly, Dave Wallach, Juan Castellanos, Don Platts, Craig Colopy, Peter Balma, and Tom Prevost, and Roger Verdolin and Tim Raymond will be contacted to see if they are willing to help out.

Brett Sargent volunteered after the meeting to review Annex J and propose updates. Depending on the extent of the proposed changes, any revision may need to wait for a future revision.

Since there was time during the meeting, the WG went through most of the remaining technical comments from the ballot and resolved all but about two or three. This will make the work of the BRG much easier and will help push the document forward after a quick review of the changes made since the last ballot by the BRG. Don Duckett will be making arrangements for conference call with the BRG in the near future to go through any remaining comments and the changes made to the document.

The meeting was adjourned at 10:46 AM.

Respectfully Submitted

Don Duckett
WG Chair

Carlo Arpino
WG Vice Chair

Susan McNelly
WG Secretary