

**Stray and Contact Voltage Working Group
Chuck DeNardo, Chair**

**2016 IEEE PES JTCM
Memphis Cook Convention Center
Memphis, TN**

January 11, 2016

Approved Meeting Minutes

The Stray and Contact Voltage Working Group met at the 2016 IEEE PES Joint Technical Committee Meeting on the afternoon of Monday January 11th at the Memphis Cook Convention Center in Memphis, TN. There were approximately 30 people in attendance. Following review and approval of the Denver meeting minutes, the chair announced his replacement as Matt Norwalk who would be taking over at the General Meeting.

The status of the ballot recirculation was then discussed. Draft 3 of the guide received a 91% affirmative vote and has been submitted to REVCOM. The chair discussed the requirement to recirculate the document following any changes. One comment received was the incorrect placement of a citation that would be considered a technical change if implemented. Erin Spiwak was present and provided guidance on the way to resolve the issue. The group agreed the citation was not important to the guide and could be removed by the SA editorial staff. All other comments received during circulation were editorial and were rejected to allow SA editorial staff to make the necessary changes.

The group discussed future improvements to the guide including review and incorporation of rejected comments received during balloting. The group discussed the need to incorporate case studies into the guide and determined that a standard format would need to be developed.

Dave Kalokitis and Stu Hanebuth provided presentations from the 2015 Jodie Lane Conference that will be posted on the website.

The final topic of discussion was the need to reaffirm or nominate new officers. The group's policies and procedures would be reviewed and circulated prior to the summer meeting where a vote will take place.

The meeting was adjourned.