1. **Call to Order:**

   The Chairman Nicholas G. Pau1ter recalls the aim of the current meeting which is determine the need for a Comment Resolution Group (CRG) to address the comments made during the balloting of the P1241.

2. **Introductions and roll call**

   **Meeting participants:**
   1. Nicholas G. Pau1ter, NIST, USA, Chair,
   2. Jerome Blair, retired, USA
   3. Kruno Milicevic, University of Osijek, Croatia
   4. Razvan Ciocan, The Charles Stark Draper Laboratory, Inc., USA
   5. Sergio Rapuano, University of Sannio, Italy
   6. John Jendzurski, NIST, USA
   7. Charles Cerny, USAF Research Laboratory, USA
   8. Fritz Caspers, CERN, Switzerland
   9. Yuji Gendai, THine Electronics, Japan
   10. Han Woong Yoo, Automation and Control Institute, Austria
   11. Gearóid o’hEidhin, GE Renewables, UK

3. **Comment Resolution Group (CRG)**

   a. Motion to create the CRG was made by Jerry Blair and seconded by John Jendzurski. Contrary opinions were solicited, and no dissension was voiced.
   b. CRG activities will be to review all comments and provide a consensus response. Nick will facilitate the discussion and provide a draft response for review by the CRG.
   c. Resolution by CRG will be provided to P1241 Working Group for review.
   d. All attendees listed in Item 2 agreed to be a member of the CRG.

4. **Tasks/assignments**

   a. Provide IEEE-SA informational document describing comment resolution process to CRG – Nick
   b. Provide draft comment resolution spreadsheet to CRG – Nick
   c. Schedule CRG meeting for mid-January 2023 – Nick

5. **Adjourn**

   a. WG Chair sought to adjourn the meeting at 12:20 PM.
   b. Motion was made by Jerry Blair to adjourn and was seconded by Charles Cerny.
   c. Minutes submitted by Nick Paulter.