IEEE SA | STANDARDS ASSOCIATION

IEEE P2520.1 Working Group #9
Meeting Minutes
29 November 2021
WG Chair: James Covington
WG Secretary: H. Troy Nagle (Interim)

1. Call to Order
   Chair called meeting to order at 10:08 AM EDT. He announced that the meeting was being recorded for the purpose of preparing minutes.

2. Roll Call and Disclosure of Affiliation
   Affiliation FAQs: http://standards.ieee.org/faqs/affiliation.html
   The Chair asked the Secretary to check for a quorum. No new members were participating. The List of Participants is shown in **Attachment A**. A quorum was achieved (15 of the 22 voting members were present).

3. Approval of Agenda
   The Chair asked for approval of the agenda. Troy Nagle made the motion; Susana Palma seconded. Without objection to unanimous consent, the motion was adopted.

4. Approval of Previous Meeting Minutes
   The Chair asked for approval of the October 25 Meeting Minutes as circulated. Susana Palma made the motion; Krishna Persaud seconded. Without objection to unanimous consent, the motion was adopted.

5. IEEE-SA Patent & Copyright Policies
   a. Call for Patents
      https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf
      Per standard IEEE SA WG meeting practice, the Chair reviewed the required policy regarding potentially essential patents. No one raised concerns for consideration.
   b. Copyright Policy https://standards.ieee.org/ipr/copyright-materials.html
      Per standard IEEE-SA WG meeting practice, the Chair reviewed the required policy regarding copyrights. There were no questions or concerns.

6. Technical Discussion P2520.1:
   To begin the technical discussion, the Chair first reviewed the Minutes from the October 25 meeting. Next, he presented a slide showing the focus of today's discussion:
   - Revisit where we are with the standard.
   - Need to focus on pass/fail criteria.
   - Go through comments from group members.
   - Is there anyone else we need to invite to the working group?
   - Should we draft the standard out and get some opinions?

At this point in the discussion, the Chair opened version 14 of the draft standard and shared his screen with the WG. Recent WG member feedback comments were examined and debated. The Chair inserted changes into the document text by group consensus. This process continued until the end of the session. The Chair will clean up version 14 and post it to iMeet Central for discussion at our next meeting in January.

7. New Business/Activities for the Next Meeting
   There was no New Business.

8. Future Meetings
   The Chair announced the next meeting of the WG will take place on January 24.

9. Adjourn
   The Agenda being completed and without objection to unanimous consent, the Chair adjourned the meeting at 11:10 AM.

Attachment A: Participants (15)

NAME	AFFILIATION
Domenico Cipriano	Ricerca Sistema Energetico
Ehsan Danesh	Alphasense Ltd
Etienne Bultel	Aryballe
Ettore Massera	ENEA
Fengchun Tian	Chongqing University
Hua-Yao Li	Huazhong University
James Covington	University of Warwick
Katayoun Emadzadeh	Self
Krishna Persaud	University of Manchester
Paul Kagan	AWLDM Systems
Sandrine Isz	Alpha-MOS
Saverio de Vito	ENEA
Susan Schiffman	NC State University
Susana Palma	NOVA University of Lisbon
Troy Nagle	NC State University