

Meeting Notes of IEEE WG E1

2010 May 18 - Montreal, QC

1. Introductions

Diane Watkins, working group Chair, opened the meeting with introductions. There were 11 present. An attendance sheet is provided separately. This is the second meeting of the working group. (The first one was in Nashville.)

Joe Gravelle, vice-chair, was not able to attend due to a conflict.

The Secretary position is open and potential volunteers are welcome to discuss the position with Diane.

2. WG Scope

The PAR completion date is 2013 Dec.

3. Membership List

The membership list was reviewed and updated. There are nine members out of 20 on the roster.

4. Outline Review

The group reviewed the outline of the existing standard. After some discussion a revised outline was decided for the next revision.

Existing outline	Proposed Outline (<i>changes</i>)
Overview	Overview
References	References
Definitions	Definitions
Planning strategies and design	Site Selection
Permitting process	Design
Construction	Permits
Operations	Construction
Bibliography	Operations and Maintenance
	Bibliography

5. Action items

Item	Who	When
Develop list of permits	Scott & Joe	2010-Sep-1
Work on xfmr noise section	Scott & David	2010-Sep-1
Obtain release & provide example photos	Nancy	2010-Sep-1
Site selection section	Joe Gravelle	2010-Sep-1
Research permitting & environ	Dewan Jamir	2010-Sep-1
SF ₆ issues & hazardous materials	John R	2010-Sep-1
Review refs to slide lib, questionnaire, noise, siting	David H	2010-Sep-1
Word document of Draft1	Diane	2010-Jun-17
Safety and security sections	Randy	2010-Sep-1
Cultural & archeological section	James S	2010-Sep-1

6. Next Meeting

The next meeting will be in the fall, date and location TBA.

Recorded by R. Clelland