



**2011 – 2012 Officers**

## IEEE POWER & ENERGY SOCIETY / SUBSTATIONS COMMITTEE

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## Working Group E1 – 1127 “Guide for Community Acceptance”

### Meeting Notes

Raleigh, NC

Thursday, May 24, 2012

#### 1. Introductions

Diane Watkins, working group Chair, opened the meeting. There were fifteen attendees present.

#### 2. Notes from last meeting

The notes from the last meeting in Nashville were reviewed. No changes were requested. A document on patent issues was displayed to make the members aware of the IEEE policy.

#### 3. Review of previous action items

None of the action items from the previous meeting had been completed.

#### 4. New action items

The attendees divided into teams and reviewed sections 4-8 during the meeting. Each team made edits and submitted those edits to the Chair. The Chair will compile all the edits into one draft. A schedule was established as follows:

Jul 16, 2012	Send draft to members for final review/edit
Aug 17, 2012	Working group votes on guide
Aug 31, 2012	Complete guide
Sep 1, 2012	Submit guide to IEEE for approval
Oct 1, 2012	Submit guide for balloting

#### 5. Wrap-up

Members agreed to the schedule above. The PAR completion date is December 2013.

