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## 1. Summary

A meeting of working group E9 was held in conjunction with the 2014 Annual Meeting of the IEEE PES Substations Committee. The goals of the group were to work through the latest recirculation and build a plan to meet the August MEC review.

## 2. Agenda Officer's Announcement

Reviewed the status of the PAR and it was indicated that we did have the ability to extend some time.

The request to extend until the end of December 2014 has been issued.

## 3. Introductions of Members and Guests (all) / Sign-In Sheet

Attendees: 39 members and guests, 24 members (total membership: 31)

Attendance as follows:

Membership Status	Role	First Name	Last Name	IEEE Member ID	5/21/2014
Active	Member	Dale	Boling	Yes	X
Active	Member	K. S.	Chan	Yes	X
Active	Member	Dennis	DeCosta	Yes	X
Active	Member	David	Garrett	Yes	X
Active	Member	Steve	Greenfield	Yes	X
Active	Member	Martin	Havelka	No	X
Active	Member	Richard	Keil	Yes	X
Active	Chair	Dave	Kelley	Yes	X
Active	Guest	Robert	Nowell	Yes	X
Active	Member	Shashi	Patel	Yes	X
Active	Member	Will	Sheh	Yes	X
Active	Member	Doug	Smith	Yes	X
Active	Member	Greg J.	Steinman	Yes	X
Active	Member	Curtis	Stidham	Yes	X
Active	Vice-Chair	Brian	Story	Yes	X
Active	Guest	Ryan	Stargel	Yes	X
Active	Member	Bryan	Beske	Yes	X
Active	Member	Bill	Carman	Yes	X
Active	Guest	James	Cain	Yes	X
Active	Guest	Giang	Tran	Yes	X
Active	Secretary	Michael	Rzasa	Yes	X
Active	Guest	Jorge	Cardenas	No	X
Active	Member	Jesse	Rorabaugh	Yes	X
Active	Guest	Erin	Spiewak	No	X
Active	Guest	Christian	Robles	Yes	X

Active	Member	Carson	Day	Yes	X
Active	Member	Robert	Hobbs	Yes	X
Active	Guest	Kimberly	Nuckles	Yes	X
Active	Guest	Kenneth	Strahl	No	X
Active	Member	JON	MARTIN	Yes	X
Active	Member	Carl	Moller	Yes	X
Active	Guest	Stephen	Palmer	Yes	X
Active	Guest	Brian	Burke	Yes	X
Active	Member	Logan	Trombley	Yes	X
Active	Guest	William (Bill)	Tocher	No	X
Active	Guest	Caroline	Peterson	Yes	X
Active	Member	William	Morrissey	Yes	X
Active	Guest	Stephen	Rouleau	Yes	X
Active	Guest	Xuan	Wu	Yes	X

#### 4. Status of PAR

The PAR has been in place since June 12<sup>th</sup>, 2008 and was set to be valid through December 2012. The PAR has been extended for two (2) additional years until December 2014.

#### 5. Discussion Summary

The working group discussion revolved around the almost seventy comments received from the most recent recirculation held at the beginning of 2014. The group worked through the comment list, initially on the 38 comments that were most directly related to the balloting process and then moved onto the 31 comments that were less related.

#### 6. Voting Summary

Motion: Motion to change the minimum EMF sample length to be called out as a sample of 48 inches to 72 inches

- Offered By: Greg Steinman
- Seconded By: Jesse Rorabaugh

Votes:

- For: 18
- Against: 0
- Abstain: 6

Summary: This Motion will be carried out in this draft

## 6.1. Motion to Vote 2

Motion: Motion to include further clarification to section 7.2.3 based on the markup provided in Re-circulation 2, including a table and further definitions.

- Offered By: Jesse Rorabaugh
- Seconded By: Bill Carman

Votes:

- For: 4
- Against: 20
- Abstain: 2

Summary: This motion will NOT be carried out in this draft

## 7. Decisions

### 7.1. Decision 1

The working group has decided to recirculate latest draft one more time and target the July 11<sup>th</sup> deadline to meet the August MEC review

### 7.2. Decision 2

The working group has decided to utilize a Ballot Resolution Committee (BRC) to address the comments to be received in recirculation 3. The group has the ability to review the comments and provide a conclusion within reason and finally produce the final draft to be submitted to MEC review.

BRC Members:

- Rorabaugh, Jesse (Chair)
  - o Boling, Dale
  - o Hobbs, Bob
  - o Greenfield, Steve
  - o Martin, Jon
  - o Sheh, Will
  - o Smith, Doug
  - o Stidham, Curt

## 8. Future Action Planning

	Description	Due	Owner	Status
1	Post Meeting Notes	5/27/2014	Rzasa, Mike	In Process
2	Update Draft with Latest decisions based on team review	5/30/2014	Rorabaugh, Jesse	In Process

2a	Make All Updates per Comment Excel File	5/30/2014	Rorabaugh, Jesse	
2b	Update Formula in Appendix	5/30/2014	Rorabaugh, Jesse	
2c	Update Figure 4a/b to reflect the 48-72 inch sample (remove length in description)	5/27/2014	Rzasa, Mike	
2d	Appendix D Flow chart (make b/w friendly)	5/27/2014	Rzasa, Mike	
3	Post Draft for Recirculation 3	6/2/2014	Rzasa, Mike	In Process
4	Ballot Resolution Committee to review Recirc Comments	6/20/2014	Rorabaugh, Jesse	Awaiting Action 3
5	Submit to MEC	7/9/2014	Rzasa, Mike	Awaiting Action 4

## 9. Next Meeting

The next meeting to be held in Nashville, Tennessee the week of October 6<sup>th</sup>, 2014