

Item no.	Notes	Action by
CALL TO ORDER	Called to order by the chair at 13:03PM CST.	
INTRODUCTIONS AND QUORUM	<p>Introductions were conducted by all participants in the room. Virtual members were not able to hear the room for the first 7 minutes or so of the meeting.</p> <p>5 members out of 9 were present. Quorum was achieved. 1 corresponding member and 7 guests were also present.</p>	
CALL FOR PATENTS	The chair shared the standard Working Group patent call and copyright policy slides. Participant behavior expectations were also discussed briefly but the slide was not displayed.	
CHAIR'S REMARKS	The Chair welcomed the participants and apologized for the WebEx being muted.	
AGENDA APPROVAL	<p>The chair presented a proposed agenda for the meeting.</p> <p>Motion to approve the agenda as presented made by Tony Johnson</p> <p>Seconded by Ron Farquharson</p> <p>Motion passed with no dissent or abstention.</p>	
APPROVAL OF PREVIOUS MINUTES	<p>The minutes of the September 2021 meeting were reviewed. Frances Cleveland interjected that the MESA DER profile is being revised currently. Point of order was raised regarding getting the agenda approved. The new topic was held for discussion.</p> <p>Motion to approve these meeting minutes as presented made by Ron Farquharson</p> <p>Seconded by Mike Dood</p> <p>Motion passed with no dissent or abstention.</p>	

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REVIEW OF STATUS	<p>The Chair reviewed the status of the assigned reviews that went out to the WG members. Return rate has been roughly 50% up to this point. Now need to consider changes to align with 61850-7-420.</p> <p>The Chair reminded the group that assignments and documents are being managed in iMeet Central. A quick review off the iMeet site was presented.</p> <p>The Chair requests members to complete their assignments as soon as possible.</p> <p>Frances Cleveland mentioned that the new MESA DER profile will remove the tables of communications data points from the document text. We should look into offering “electronic collateral” to be made available to purchasers of the standard so that a more usable version of the tables are available (spreadsheet, XML, etc. vs. word processor-based tables). Tony Johnson shared that the current work on P2030 was exploring something similar.</p> <p>ACTION ITEM: The Chair will investigate this issue with IEEE-SA staff to see if and how we can make a spreadsheet or XML representation of the tables available, or minimally find a way to manage the tables in one place, external to the document text file, and make reference to them or include them as appendices. (Action item added to the iMeet action item tracker during the meeting.)</p> <p>No specific target completion date is anticipated for the MESA updates that are currently in progress. Members of this WG are invited to join the MESA meetings as guests. Interested members can reach out to Frances Cleveland for more information.</p>	Eric T.
REVIEW OF STATUS, continued	<p>Frances also mentioned that we may need to explore having joint meetings between the interested stakeholders from the various groups (this IEEE WG, DNP UG, MESA, etc.). There are potentially some issues that need to be reconciled sooner than later.</p> <p>James mentioned perhaps simply inviting the stakeholders from the various groups to be members or corresponding members of the existing IEEE WG to minimize the need to share artifacts and instead focus on getting the work done on the standard itself. This may be difficult given the full scope and logistics of the MESA meetings (not just focused on this DER profile).</p> <p>MESA is currently meeting at 11AM Pacific time on Fridays.</p> <p>This WG had been meeting earlier this year every other Monday at 4PM Eastern time. These meetings are expected to resume on October 3. One-hour long meetings were a bit short to conduct review. Chair is planning to lengthen duration to 2 hours.</p> <p>Frances will be Corresponding Member of the WG so that she can get the current draft from iMeet.</p>	
TIME OF FINAL ADJOURNMENT	<p>Motion to adjourn the meeting was made by James Formea Seconded by Anthony Johnson Meeting adjourned at 14:05PM CST</p>	
NEXT FACE TO FACE MEETINGS	<p>January 2023 @ JTCM in Jacksonville, FL. Bi-weekly teleconferences to be held in between.</p>	

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FUTURE MEETING ROOM REQUIREMENTS	25 people, with projector and WebEx	