



Item no.	Notes	Action by
<b>CALL TO ORDER</b>	The chair called the meeting to order at 3:30 CDT	Chair
<b>INTRODUCTIONS AND QUORUM</b>	The chair and host noted that all participants were properly identified by WebEx. As a study group, no quorum is required.	
<b>CALL FOR PATENTS</b>	Pre-par slides were shown	
<b>CHAIR'S REMARKS</b>	The Chair welcomed the attendees to the first meeting of the study group and outlined the start of study group process	
<b>AGENDA APPROVAL</b>	The agenda was reviewed. No additions or changes were proposed	
<b>APPROVAL OF PREVIOUS MINUTES</b>	Since this is the first meeting, no previous minutes are available	
<b>Review of Copyright</b>	IEEE SA copyright policy was reviewed	
<b>General Discussion</b>	Chair Scott Mix presented the PNNL Overview of the UUDX Project	
<b>General Discussion</b>	Several issues were raised by participants during the PNNL presentation particularly in the areas of selected functionality and overlap with existing standards. These issues will be investigated by PNNL prior to the January meeting, with a report on the results of the investigation reported there.	
<b>[AGENDA ITEM 3]</b>		
<b>[AGENDA ITEM 4]</b>		
<b>[AGENDA ITEM 5]</b>		
<b>[AGENDA ITEM 6]</b>		
<b>[AGENDA ITEM 7]</b>		
<b>[AGENDA ITEM 8]</b>		
<b>[AGENDA ITEM 9]</b>		
<b>ITEMS REPORTED OUT OF EXECUTIVE SESSION</b>	n/a	
<b>TIME OF FINAL ADJOURNMENT</b>	4:32 CDT	
<b>NEXT FACE TO FACE MEETINGS</b>	January JTCM	
<b>FUTURE MEETING ROOM REQUIREMENTS</b>	Room Size for 25, Projector, web conference support, avoid	