



Item no.	Notes	Action by
<b>CALL TO ORDER</b>	The chair called the meeting to order at 2:05 EDT	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>	Since the meeting was informal, the pre-par slides were not shown	Chair
<b>CHAIR'S REMARKS</b>	The Chair welcomed the attendees to the meeting of the study group.	Chair
<b>AGENDA APPROVAL</b>	Since the meeting was informal, no agenda was shown	Chair
<b>APPROVAL OF PREVIOUS MINUTES</b>	The chair noted that minutes would be approved <i>en mass</i> after the report drafting activity was complete later in the summer	Chair
<b>Review of Copyright</b>	Since the meeting was informal, the copyright slides were not shown	Chair
<b>General Discussion</b>	The purpose of the meeting was to begin the work of developing the final Study Group report to PO. The chair had begun working on the report in advance of the meeting.	Chair
<b>General Discussion</b>	The Study Group had a discussion on whether to propose a "Trial Use" or "Full Use" standard. There was general agreement that there are no benefits to developing a Trial Use standard, but several detriments were noted based on previous Trial Use standards development activities	Chair/All
<b>General Discussion</b>	The chair proposed development of a number of standards in a family, similar to how IEC standards are developed. The Study Group members did not think that approach was beneficial and suggested that a single standard covering all aspects of UUDEX would be more appropriate. The Chair will modify the report to propose a single standard and a single PAR. This decision may be modified by the Working Group (once it is started) if a compelling reason is determined to develop multiple documents. It is possible that some source documents ,specifically the PNNL developed Test Plan could become a Technical Report rather than a Standard.	Chair/All
<b>General Discussion</b>	The Study Group then discussed the proposed Scope statement. One member thought that limiting UUDEX to only "control center's" was too restrictive, since some generation plants or other field locations be able to make use of some UUDEX features. The Study Group will consider revising the Scope statement during the development of the final report. The Scope will also need to be updated to consider all of the proposed source documents, not just the Functional Requirements document as proposed.	Chair/All
<b>General Discussion</b>	The Purpose statement will need to be updated consistent with the changes to the Scope statement and to consider all the source documents.	Chair/All
<b>General Discussion</b>	The Need statement will need to be updated in a similar manner to consider all the source documents and will need to be converted from an "opinion" sounding statement to one of facts. The Chair and other Study Group members will contribute to this.	Chair/All

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<b>General Discussion</b>	<p>Meeting notices for the Study Group activities over the summer should be broadcast to a wide group than just those who have attended previous P19 Study Group meetings. The chair will work with PSCCC leadership on how to move forward with this.</p> <p>Until a decision is made by PSCCC leadership, the chair will continue with the existing approach.</p> <p>The Chair did state that no final decisions will be made prior to the September scheduled meeting to ensure that decisions are not made in a vacuum by a small group of people without allowance for broad participation.</p>	Chair
<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>	3:00 EDT	
<b>NEXT FACE TO FACE MEETINGS</b>	September PSRCC/PSCCC	
<b>FUTURE MEETING ROOM REQUIREMENTS</b>	Room Size for 25, Projector, web conference support, avoid	