

**P260.1 Working Group
Minutes of June 30, 2021 from 10 AM to 12 PM PDT
Web Teleconference Meeting**

1. Call to Order

Call to order at 10:07 AM (PDT).

Last, First Name	Affiliation	Present
Curey, Randy (Chair)	Northrop Grumman	Yes
Balma, Peter	Retired, Self	Yes
Edwards, Doug (Secretary)	Siemens	Yes
Ressel, Howard	Retired, Self	Yes
Webb, John	ABB	Yes
Flowers, Keith	Siemens	Yes
Sullivan, Paul	Dupont	No

2. Determination of Quorum

- First meeting so all attendees are eligible to be voting members
- Number of persons expressing interested (as noted in table above) = 86%
- Quorum met

3. Approval of Agenda

No objections. Approved by consent.

4. Approval of Meeting Minutes

No objections. Approved by consent.

5. Call for Patents / Copyright

- Patent Slides reminder discussed.
- Copyright Slides discussed.
- No Patent or Copyright issues reported.

6. Chair's Remarks

- Methodology for new draft discussed.
- P280 just back from Editors.

7. Start looking at provided P260.1 draft and comments from reviewers

- a. Introduction
 - Peter Balma reported, awaiting input from M. Kipness.
- b. 3.2 Agreed to remove numerous Acronyms per IEEE Editors review/input on P280.
- c. 4.1 Keep paragraph number commonality with 280 or change?
 - Decision: Separated text into subsections for 4.1.
- d. Many editorial changes associated made per 2021 Style Guide.

Changes made for:

- "Examples:" where there are multiple examples following.
- "e.g." for single examples in the paragraph.

**P260.1 Working Group
Minutes of June 30, 2021 from 10 AM to 12 PM PDT
Web Teleconference Meeting**

- “Therefore, ...” where the following text is to use text, not just providing samples or examples.
- Deleted “for example” for text deemed as normative.
- NOTE: Did not make changes associated with “example” in the Appendixes.

e. Table 3 -

- If defined by other SCC14 standards, to be deleted.
- Deleted 10^x prefixes items:

▪ atto	▪ hecto	▪ pico
▪ centi	▪ kilo	▪ tera
▪ deci	▪ mega	▪ yocto
▪ deka	▪ micro	▪ yotta
▪ exa	▪ milli	▪ zepto
▪ femto	▪ nano	▪ zetta
▪ giga	▪ peta	
- Title of Table 3 changed to match title of this document.
- Action Item: Add reference to IEEE Std 1541 – perhaps with Table 2.

f. Stopped with deletion of 10^x prefixes from Table 3.

8. Next Meeting

Next meeting – July 7, 2021 PM, 10:00 AM to 12:00 PM (PDT).

9. Adjournment

Meeting adjourned at 12:11 PM (PDT).

Reported by,
Doug Edwards
Secretary, P260.1 WG
T: +1 (919) 270-1148
E: doug.edwards@ieee.org