

**P260.1 Working Group
Minutes of August 20, 2021 from 10 AM to 12 PM PDT
Web Teleconference Meeting**

1. Call to Order

Call to order at 10:01 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, ~1 hr into meeting
Sullivan, Paul	Dupont	Yes

2. Determination of Quorum

- Number of persons expressing interested (as noted in table above)
- 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

- None

7. Continue revisions of P260.1 draft and comments from reviewers

- a. Pending work in Forematter.
- b. Table 3: "deprecated" – striking words.
 - Title to Table 3 was changed.
 - Only a couple of items with "deprecated" still in comments.
 - Reviewed units to keep or not.
- c. Table 3: candle – H. Ressel to research
 - Deleted "deprecated" sentence.
 - Pending research on details of candle vs foot candle and candela (H. Ressel)
- d. Table 3: micron
 - Deleted "deprecated" sentence.
 - Update note to $\mu := 1 \mu m$.

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- e. Table 3: Various units' notes updated similar to micron revision.
 - Pending research on correct term and how to cross-reference.

- f. Table 3: Conversions – updates include:
 - astronomical unit
 - barrel

- g. Table 3: Conversions – pending research:
 - British thermal unit (thermochemical)
 - cmil

- h. Stopped with review of conversion factors
 - stopped with quart
 - pickup with rad

8. Next Meeting

Next meeting – Pending Doodle Poll.

9. Adjournment

Meeting adjourned at 12:02 PM (PDT).

Reported by,
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