

**C37.21 Working Group**  
**MINUTES OF SPRING 2024 MEETING**  
Westin Beach Hotel, Fort Lauderdale, FL  
Wednesday, April 3, 2024, 8:00-9:45 AM

Attendance:

8 of 12 Members were present with 8 Guests in attendance. The Quorum Threshold of 6 was met.

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A. Call to order

*Meeting was called to order by Working Group Chair, Christo Thomas, at 8:00 AM on Wednesday, April 3, 2024.*

B. Introduction of attendees

*Complete*

C. Approval of Agenda

*Bryan Tatum (1st), and Darryl Moser (2nd) motion to approve the Agenda. Agenda was approved by unanimous consent.*

D. Verbal call for essential patents and reminder against discussing commercial topics

*A link to the IEEE patent policy slides was distributed in the meeting agenda, no patent issues were voiced by the meeting attendees.  
Patent Slide was shared in Meeting.*

E. Working group P&Ps and copyright policy

*Links to the IEEE-SA approved WG Policies & Procedures and the IEEE copyright policy slides were included in the meeting agenda so that all attendees could review them.*

*Copy Right Policy Slide was shown during the meeting.*

*Discussed requirements for what constitutes anticompetitive behavior.*

F. Approval of Previous Minutes

*Darryl Moser (1st), and Clint Carne (2nd) motion to approve the previous minutes. Minutes were approved by unanimous consent.*

G. Document Status

*Current document: C37.21-2017 due to expire 12-31-2027*

*PAR approved: 2-15-2023, expires 12-31-2027*

H. New Business

- Draft 3 incorporating comments from the Fall 2023 meeting was presented and reviewed by the Working Group.

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I. Next Steps

- Recover missing Annexes and present Draft 4 at Fall Meeting.

J. Adjourn

*Meeting adjourned at 9:01 AM.*

Attendance record:

<b>Role</b>	<b>First Name</b>	<b>Last Name</b>	<b>Affiliation</b>
Chair	Christo	Thomas	Schneider Electric
Secretary	Chris	French	Beta Engineering
Member	Darryl	Moser	ABB
Member	Clint	Carne	Schneider Electric
Member	John	Kaminski	Siemens
Member	Bryan	Tatum	UL Solutions
Member	Owen	Parks	ABB
Member	Ben	Sax	Nashville Electric Service
Guest	Randy	Blake	Schneider Electric
Guest	Dan	Hrncir	Eaton
Guest	Marc	Foster	SE
Guest	Amy	Powell	SE
Guest	Albert	Livshitz	Qualus Services
Guest	Conrad	Pecile	Myers Power Products
Guest	Danish	Zia	UL Solutions
Guest	Terry	Neighbors	ABB

Reported by: Chris French – Secretary