

MINUTES: North American End Device Registry Authority
(NAEDRA) Committee

PLACE OF MEETING: Conference Call

DATE & TIME: Monday, March, 15, 2012
1:30pm – 3:30pm, EST

CONFERENCE CALL INFO: Toll Free Number: 888-654-2663
Long Distance: 801-828-9909
Passcode: 7503515

CONFERENCE WEB INFO: <https://www.connectmeeting.att.com>
Meeting Number: 8886542663
Code: 7503515

1. **CALL TO ORDER** TERRY PENN CALLED THE MEETING TO ORDER AT 1:40 PM
2. **ROLL CALL & MEMBERSHIP 7/9 VOTING MEMBERS PRESENT FOR A QUORUM ESTABLISHED**

The roster has been established.

VOTING MEMBER	ANSI	IEEE	G.I. ¹	V ²	U ³	O ⁴	E-Mail Address	Present (Yes/No)
Brent Cain	X			X			brent.cain@itron.com	N
Terry Penn, (Chair)	X				X		tlpenn@southernco.com	Y
Tom Nelson	X					X	thomas.nelson@nist.gov	Y
Naeem Ahsan		X				X	naeem.ahsan@kema.com	Y
Dan Nordell		X			X		d.nordell@ieee.org	Y
Larry Kotewa		X				X	larryk@cntenergy.org	Y
David Haynes			X	X			dhaynes@aclara.com	N
Kostas Tolios			X		X		toliosk@dteenergy.com	N
Richard Tucker, (Secretary)			X			X	richardaet@aol.com	Y
ALTERNATE MEMBER	ANSI	IEEE	G.I.	V	U	O	E-Mail Address	Present (Yes/No)
Herman Millican, (V. Chair)	X				X		herman.millican@austinenergy.com	Y
Aaron Snyder, (V. Secretary)			X			X	aaron@enernex.com	N
NON-VOTING MEMBER	ANSI	IEEE	G.I.	V	U	O	E-Mail Address	Present (Yes/No)
Avygdor Moise						X	avy@fdos.ca	Y
Ginger Zinkowski				X			ginger.zinkowski@ge.com	N
Michel Veillette				X			michel.veillette@trilliantinc.com	N
G.I.¹ = General Interest V² = Vendor U³ = Utility O⁴ = Other								
VISITORS								
Harry Stephey KEMA								
Larry Barto Georgia Power								

3. APPROVAL / REVIEW OF THE AGENDA

3.1. Brent Cain requested additions to agenda:

3.1.1. TDL Certification Document review.

3.1.2. Publication of TDL Certification document.

3.2. The agenda had a motion and second to be approved as amended. The vote was unanimous.

4. APPROVAL OF MINUTES

The minutes of the 02-06-12 conference call meeting were submitted by the secretary, however, the file was corrupt. These minutes were re-emailed today and will be reviewed at next meeting.

5. OLD BUSINESS

5.1. MEMBERSHIP LIST.

5.1.1. Terry Penn is to contact Michel Vielllette of his intentions to participate with the committee.

5.1.2. Ginger Zinkowski is retiring from GE at the end of March. The committee recognized the valuable contributions that Ginger has made to this committee as well as the ANSI C12 suite of Standards work for the Electrical Metering Industry. Thanks for your contributions, Ginger, and we wish you well in your retirement.

5.1.3. Harry Stephey volunteered to become a “non-voting member”. The committee had a motion to accept Harry Stephey as a “non-voting member” with a second. The vote was unanimous to accept.

5.2. TDL Testing & Accreditation Procedures Document comment Period. A motion was made to accept the version 1.0 and revise the document in subsequent meetings as a living document as the comments received during the comment period was not significant or consequential to the procedures described. The motion was seconded. Richard Tucker discussed that the Electric Metering industry needs this capability of NAEDRA to commence as soon as possible. Harry Stephey stated that he is happy with the document as of January, 2012. He stated that we should, “Paint or get off the ladder”. Avydor Moise commended Brent Cain for his review of the document that provided clarity and for the reverse pointers into the reference Standards, however, Brent’s comments did not affect the technical accuracy and outcome of the document. He further stated that Brent’s comments should be incorporated into the document at some time. Herman Millican and Larry Kotewa urged the committee to get into the comments today and vote on the document after the comments were addressed. Richard Tucker retracted his motion so the comments could be immediately addressed.

- 5.3. **Comment #1:** "IEEE 1377 is not a published Standard" Terry Penn changed the name to "P1377" in the document. In IEEE, the P1377 is a published document and publically available. Proposed Change Accepted.
- 5.4. **Comment #2:** "The testing document is not publically available" Tom Nelson urged the committee to allow SGTIC (Smart Grid Testing & Certification Committee) access to the document work. This comment has been deferred to a "Pending Action Item".
- 5.5. **Comment #3:** "Use of terms - Should, Shall and May. No change is necessary to the document, however, the methodology to capitalize the pertinent phrases when admonishment, strict adherence and freedom to use, respectively, are intended in the document. Proposed Change Accepted.
- 5.6. **COMMENT #4:** "Lack of definitions in the document" – Herman Millican stated that maybe the next version should have a definitions section. It was noted that this document has a statement of referral to the appropriate Standards for the definitions. Tom Nelson suggested to put in, "Refer to ANSI C12.19 & C12.22 definitions if uncertain about technical terms". Terry Penn created an action item for this in the next version. Proposed Change Accepted.
- 5.7. **COMMENT #5:** "No example" – reword to "shall loop to 2.3.5. at least once" such that accreditor has a more robust method for validating. Proposed Change Accepted.
- 5.8. **COMMENT #6:** IEEE 1377 document has sufficient explanation. Terry Penn added reference to the IEEE 1377 document. Proposed Change Accepted.
- 5.9. **COMMENT #7:** Change from "it" to accreditor – "Accreditor inspects". Proposed Change Accepted – Resolve Off-line.
- 5.10. **COMMENT #8:** "Relationship between graphics and bullets" – Table 1 Black Circled numbers are the same Black Circled numbers of Figure 1. Proposed Change Accepted – Pending Action Item, Resolve Off-line.

5.11. REVIEW OF ACTION ITEMS.

Recurring agenda item to review outstanding action items. The action items will be deferred until item 5.2 is finished.

6. NEW BUSINESS

- 6.1. **REVIEW LETTER FROM FUTUREDOS TO NAEDRA. DEFERRED TO NEXT MEETING.**
- 6.2. **REVIEW POLICIES & PROCEDURES DOCUMENT. DEFERRED TO NEXT MEETING.**
- 6.3. **OID DISTRIBUTION PROCESS. DEFERRED TO NEXT MEETING.**
- 6.4. **DISCUSSION ON FAIR & REASONABLE PRICE. DEFERRED TO NEXT MEETING.**
- 6.5. **REVIEW NAEDRA WEB PAGE FOR DOCUMENTATION COMPLETENESS. DEFERRED TO NEXT MEETING.**

6.6. WEB SITE CLARITY REGARDING MULTIPLE REGISTRARS. DEFERRED TO NEXT MEETING.

7. NEXT MEETING SCHEDULE –

MARCH 23, 2012 1:30PM TO 3:30PM

8. ADJOURNMENT 4:05PM