

**Minutes:** North American End Device Registry Authority  
(NAEDRA) Committee

**Place of Meeting:** Conference Call

**Date and Time:** Tuesday, June 08, 2010  
02:00pm – 05:00pm, EDT

**Conference Call Info:** Toll Free Number: 888-654-2663  
Long Distance: 801-828-9909  
Passcode: 7503515

**Conference Web Info:** <https://www.webmeeting.att.com>  
Meeting Number: 8886542663  
Code: 7503515

**1. CALL TO ORDER – 2:10 PM**

**2. ROLL CALL & MEMBERSHIP**

The roster has been established.

Name	Member Type	Standards Body	E-Mail Address	Present (Yes/No)
Herman Millican	Member – <b>Vice-Chair</b>	ANSI	herman.millican@austinenergy.com	Y
Terry Penn	Member – <b>Chair</b>	ANSI	tlpenn@southernco.com	Y
Brent Cain	Member, Alternate	ANSI	brent.cain@itron.com	Y
Brad Johnson	Member, Alternate	ANSI	brad.johnson@oncor.com	N
Dan Nordell	Member	IEEE	d.nordell@ieee.org	Y
Richard Tucker	Member – <b>Secretary</b>	IEEE	richardaet@aol.com	Y
Larry Kotewa	Member, Alternate	IEEE	larryk@ctnenergy.org	Y
Aaron Snyder	Member, Alternate	IEEE	aaron@enernex.com	Y
<b>NON-VOTING MEMBER</b>				
Avygdor Moise	Non-Voting Member	N/A	avy@fdos.ca	Y
Vuong Nguyen	Non-Voting Member	N/A	vuong.nguyen@ic.gc.ca	Y
Michael Anderson	Non-Voting Member	N/A	michael.anderson@us.landisgyr.com	N
Ginger Zinkowski	Non-Voting Member	N/A	ginger.zinkowski@ge.com	Y
Michel Veillette	Non-Voting Member	N/A	michel.veillette@trilliantinc.com	N
<b>VISITORS</b>				
Kostas Tolios	Visitor	N/A	toliosk@dteenergy.com	
Dana Smith	Visitor	N/A		
Tom Nelson	Visitor	NIST	thomas.nelson@nist.gov	

**3. APPROVAL / REVIEW OF THE AGENDA**

Agenda unanimously accepted.

**4. APPROVAL OF MINUTES**

The minutes of the 05-12-10 meeting in Vancouver, BC have been submitted for review and approval. Vancouver minutes were unanimously accepted.

## 5. OLD BUSINESS

### 5.1. Membership List

Herman Millican asked if name change of NAEDRA would allow MC to re-engage with the committee. Vuong Nguyen said probably not as the Stds implementation was beyond development. Previous MC members have agreed to become non-voting members until reformation of the membership roster requirements is accomplished. It was discussed that non-voting members should be able to make motions and provide work, but not be able to vote. Visitors are welcomed to provide feedback.

**Action Item:** Put Non-Voting definition and capabilities into the policies and procedures.

### 5.2. NAEDRA Registrar Application Template

Diverted for later work.

### 5.3. Registrar Status & Update

#### 5.3.1. KEMA's acceptance Letter, received 05-12-10.

John Caskey sent a email to the committee with feedback of concern about vulnerability of Registrar and client confidential material being utilized by KEMA as their own. KEMA stressed that potential Registrar's TDL and other confidential material would be strictly protected.

#### 5.3.2. Confirmation letter to KEMA.

Herman Millican moved that KEMA's second email of explanation be mated to the original acceptance letter for Committee's acceptance of KEMA as the NAEDRA Registrar TDL certification agency. Later, KEMA will be asked to modify the original acceptance letter. The motion carried unanimously. KEMA is now the NAEDRA Registrar TDL certification agency.

**Action Item:** Terry Penn is to write a letter to KEMA relating the Committee's unanimous vote approving KEMA. Also, Terry is to request of KEMA to rewrite their original acceptance letter with new verbiage of the second email of Harry Stephey.

#### 5.3.3. Assignment and approval of work between KEMA and FutureDos. Richard Tucker made a motion for FDOS & KEMA to produce a certification work plan to be approved by the Committee. The motion carried unanimously.

**Action Item:** Terry Penn is to email FDOS and KEMA (copied to the Committee) instructions to initiate the work plan for the Committee acceptance.

The committee determined that FDOS should communicate with KEMA for the work plan with Committee membership involvement to protect FDOS and KEMA from any potential criticism. In accord with that discussion, the Committee determined that:

1. Harry Stephey (KEMA) should call Avygdor Moise (FDOS) with Herman Millican monitoring to begin the certification process work description.
2. Terry Penn is an alternate for Herman Millican and Richard Tucker is an alternate for Terry Penn.
3. Vuong Nguyen voiced that a Utility should be the third party available for the Committee for transparency.
4. Avygdor Moise presented an example of what a KEMA comparison of TDL conversion would look like..

## **6. NEW BUSINESS**

- 6.1. Avy Moise's response to Brent's OID Distribution Contribution and Process – 05-07-10.
- 6.2. After discussion of the pros and cons of Brent Cain's flow chart, Avygdor Moise volunteered to produce a flow chart similar to Brent's flow chart that indicates the FDOS/Client/NAEDRA/Other Registrar relationship. The Committee will comment as to "fairness" and whether this registrar's flow chart is a reasonable operation in regard to Registrar1/Client/NAEDRA/Registrar 2.
- 6.3. Terry Penn told the Committee that accuracy of the minutes were paramount especially during these first meetings of NAEDRA and that a recording of one of the meetings had been done because of the known interrupted schedule of the secretary to be at that meeting. Aaron Snyder stated that recording for accuracy of minutes is acceptable if the recording were deleted within 10 days after the meeting. Tom Nelson interjected that it would be useful if the recording could be maintained until the minutes of that meeting could be accepted at the next meeting. The Committee agreed to the recording of the meetings and the maintenance of the recording until the next meeting acceptance of the minutes.

## **7. NEXT MEETING SCHEDULE**

June 29, 2010, 2:00PM – 5:00PM, EDT

## **8. ADJOURNMENT**

5:09PM, EDT