1. Meeting Attendance

Roll call: Mladen Kezunovic, Tariq Samad, Steve Widergren, Tanya Brewer, Randy Wedin, Amanda Stallings, Mike Coop, David Milenthal, John Milenthal, Leonard Tillman, Jeny Dowlin, Patti Webster, Janet Roark


2. Meeting Agenda: Status & Action Items

The meeting covered the following items:

- 2013 Event/meeting plans
- SGIP 2.0 Website Review

Current Items:

- 2013 Event/Meeting plans
  - ACTION: Plan meeting calendar for 2013
  - SGIP Administrator distributed list of currently known 2013 meetings for review by the CMEWG and MMC
  - Mladen identified two events (IEEE P&E Society GM and ISGT) as possible options for educational promotion of SGIP using more involved forms such as invited talks, panels, and tutorials.
  - First draft of educational plan has been submitted to the MMC by Mladen; once reviewed it will be sent to the CMEWG for comments.

- Membership Activities
  - The Administrator is currently verifying the mailing address for all SGIP member organizations. It will be sent to David so a hard copy of the SGIP 2.0 introductory letter and application can be mailed to each organization.
  - The member kit, which includes a letter from Chair John McDonald, website information and application, was emailed to the full SGIP member list today (October 12).

- Website Review
  - The site is currently a reference and membership space, will be dynamic and changing to become state-of-the-art interactive site. The plan is to also add member-only access and content.
  - ACTION: All CMEWG and MMC members are urged to review www.sgip.org and provide feedback and comments.
  - Comments, suggestions and questions raised during the meeting:
    - Add an organizational chart for SGIP 2.0
    - Add a Google search feature
    - How will the Catalog of Standards be presented?
    - What content will be free to all? What will be for members only?
    - How to balance the technical aspect of the site with the informative/educational mission
    - Where will the TWiki data be housed and how will it be accessed?

3. Next Meeting – Virtual

Date: November 12  Time: 4:00pm EST  Location: Virtual  Objective: Discuss website and future of CMEWG