SGIP Governing Board Face-to-Face Meeting  
7/11/2011  
6:00 p.m. to 9:00 p.m., EDT  
7/12/2011  
8:00 a.m. – 11:30 a.m.

Meeting called by: John McDonald  
Board Members: Jamshid Afnan, George Bjelovuk, John Caskey, Paul Centolella, Vint Cerf, Paul De Martini, Rik Drummond, Brent Hodges, Mladen Kezunović, Wayne Longcore, Brian Markwalter, John McDonald, Mark McGranaghan, Stephen Muchlinski, John Nunneley, Perry Pederson, Todd Ryting, Bob Saint, Tariq Samad, Rich Scholer, Chuck Shih, Robby Simpson, Matthew Theall, Scott Ungerer, Kenneth Van Meter  
(Bolded not in attendance)  
Ex-officio Members: George Arnold, Ron Ambrosio, Steve Widergren, Marianne Swanson, Erich Gunther

Links to slides:  

APPROVED MINUTES  

Monday, July 11, 2011  
Scheduled times / actual times

6:00 p.m. – 6:30 p.m. / 6:00 p.m. – 6:30 p.m. Buffet Dinner

6:30 p.m. – 6:45 p.m. / 6:30 p.m. – 6:39 p.m. Call to Order  
Establish Quorum – quorum is present  
Consent Agenda  
• PAP14 Proposal  
• CMEWG Near-Term Plan  
Approval of Consent Agenda – no changes requested, Chair noted that there are several items on the consent agenda; Motion to approve by Theall, seconded by Saint was carried.  
Noted by Theall that there was a recommendation from the BOPWG included. Will be addressed during “other business” with an action item for the GB to assign a ‘tiger team’ around voting issues.  
Approval of May 12, 2011 Meeting Minutes – Motion to approve by Samad seconded by Centolella was carried.

6:45 p.m. – 7:30 p.m. / 6:39 p.m. – 7:22 p.m. CME 2011-2012 Plan – slides presented  
Noted that one resolution was approved as part of the consent agenda, and one will come at the end of the presentation.  
The main goal of the plan is to assure future expansion of...
membership; also defines activities that complement existing efforts.

Are producing flyers and slides, but not at the level of engagement envisioned.

The goals of a near-term option (NTO) were proposed as follows:

Gain recognition for SGIP as the globally recognized standards coordination body; develop a stakeholder engagement vehicle; offer innovative communication means for effective marketing and education efforts (slides have more details)

Five key initiative were proposed (see slides)

A budget was identified and two strawman/fyi funding models were presented.

Two resolutions were proposed:

Resolution #1: Accept proposed CMEWG Plan-Near Term Option with the proposed budget (approved as part of the consent agenda)

Resolution #2: Charge CMEWG with a task to find out what is the legally acceptable and most effective way to fund and execute the NTO plan and report back to the Governing Board [proposed modification]

During discussion, several models were mentioned as well as the obligation of the Administrator to produce a plan; also mentioned was the need to explore this proposal in the context of an overall plan that addresses SGIP funding requirements beyond those identified by the CMEWG. It was mentioned that the resolution is unclear whether the CMEWG could automatically execute the plan. The problem can be explained through the following points: 1. Near-term funding for CMEWG plan, 2. Include broader elements from the SGIP, 3. Long-term transition to other business model;

A discussion ensued on the depth and breadth of the internationality of the SGIP, as well as its messaging and sensitivity;

Motion to approve Resolution #2 as modified by Theall was seconded by Van Meter and carried.

7:30 p.m. – 8:00 p.m. / 7:22 p.m. – 8:05 p.m.

IPRWG

• Board Guidance

Slide shown on Ad hoc TF #1, background, update, status on 6 questions/attributes and 10 other questions/attributes (details on slides); it was noted that the IPRWG was requesting feedback from the GB, utilities, regulators, SSOs, and NIST; noted that the WG would like to bring the 6 consensus items to the September GB meeting; during discussion it was noted that these attributes are not determinants for CoS inclusion; questions during discussion included is there a burden if the SSO already knows the attribute? Is there a risk if only the 6 are known? It was also noted that there might be a need ultimately for some indemnification language.

Decision: simply move forward with the 6 consensus questions/attributes to become part of the CoS process.

Decision: IPRWG to form another Ad hoc TF to process the standards going through the CoS process
8:00 p.m. – 9:00 p.m. / 8:05 p.m. – 9:40 p.m.

SGIP Update

- Reliability, Implementation working groups
- State working groups.

*Noted this is first international meeting.*

Slides were presented on Membership
Slide was presented on Accomplishments
Slide was presented on Issues/Concerns
Slide was presented on upcoming events-requesting feedback on 2012 proposition, particularly proposed meeting in July in Brussels

*Mark Klerer presented on the following:*
- CoS Status and Actions
- CoS Process
- Support upcoming Reviews
- Reliability, Safety, Implementation Considerations

GB discussion on the final recommendation to be centered on having a formal group to investigate the topic and bring a formal proposal back to the GB; Coordinate with the BOPWG on how to implement a new group, if that is what is recommended; there are examples of external SGIP and internal SGIP participants that would be engaged;

**Governing Board Members volunteering for RISC TF: Mark Klerer (chair), Rik Drummond, Jamshid Afnan, George Bjelovuk, Perry Pederson, Paul De Martini, Bob Saint, Paul Centolella, Stephen Muchlinski, Erich Gunther, Dave Wollman, Mark McGranaghan**

Standing Committee Updates were presented for SGAC, SGTCC and CSWG

DEWG Update was presented
A concept for Weather for Smart Grid Exchange was presented
A discussion point on a post-meeting survey was raised. Another discussion point was raised on whether there was participation at the sub-group level that is not captured through plenary attendance and voting privileges. Could those in this situation self-report? BOPWG will investigate and report back on if those volunteers that participate in subgroups gain the right to vote.

**Action Item:** Individual GB members to send a note to M. Theall for options the BOPWG to address.

It was noted that the proposed March F2F conflicts with a scheduled IETF meeting.

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**Adjourn for the Evening**
**Tuesday July 12, 2011**

- **Reconvene the Governing Board**
  - John McDonald

- **Meeting Reconvened:**
  - John McDonald

- **Board Members:**
  - Jamshid Afnan, George Bjelovuk, John Caskey, Paul Centolella, Vint Cerf, Paul DeMartini, Rik Drummond, Brent Hodges, **Mladen Kezunovic**, Wayne Longcore, Brian Markwalter, John McDonald, Mark McGranaghan, Stephen Muchinski, Perry Pederson, Todd Rytting, Bob Saint, Tariq Samad, **Rich Scholer**, Chuck Shih, Robby Simpson, Matthew Theall, Scott Ungerer, Kenneth Van Meter
  - **(Bolded not in attendance)**

- **Ex-officio Members:**
  - George Arnold, Ron Ambrosio, Steve Widergren, Marianne Swanson, Erich Gunther

**Scheduled times/actual times**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
<th>Person(s)</th>
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<tbody>
<tr>
<td>8:00 a.m. – 8:10 a.m.</td>
<td>Call to Order</td>
<td>John McDonald</td>
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<td>8:01 a.m. – 8:03 a.m.</td>
<td>Reestablish Quorum – <em>quorum established</em></td>
<td>George Bjelovuk</td>
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<td>8:10 a.m. – 8:40 a.m.</td>
<td><strong>NIST Update</strong></td>
<td>George Arnold</td>
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<td>8:03 a.m. – 8:19 a.m.</td>
<td><strong>White House Task Force Update</strong></td>
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<td>The following points were presented:</td>
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<td>- NSTC Smart Grid Policy Framework was published; referenced 4 pillars and 13 recommendations; noted that this is available on the OSTP website</td>
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<td>- NIST R2 Framework Status; a complete draft was posted on the TWiki on 7/11/2011, FRN to come</td>
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<td>- Addressing Utility Concerns; yesterday reliability and implementation were discussed, emphasis added today on attracting utility participation in SGIP activities</td>
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<td>- International Activities-European Commission has issued a mandate for a framework to be completed i.e. 2012; a whitepaper draft was circulated to the GB for information;</td>
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<td><strong>Action Item:</strong> GB members were requested to send any comments/feedback to Mark McGranaghan within a week</td>
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<td><strong>Decision: International Point of Contact – Mark McGranaghan</strong></td>
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<td>It was noted that both the Smart Grid Federal Advisory Committee and the Administrator were pursuing recommendations for a self-funding model for the SGIP, once federal support was exhausted.</td>
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<td>8:40 a.m. – 9:10 a.m.</td>
<td><strong>International Update</strong></td>
<td>Mark McGranaghan</td>
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<td>8:19 a.m. – 8:46 a.m.</td>
<td><strong>Asia Pacific Economic Cooperation (APEC) Initiative on Regulatory Cooperation on Smart Grid Interoperability</strong></td>
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<td>Noted that the Letter of Intent (LOI) with Korea is in place</td>
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<td>Noted that are committing to a joint oversight group between the SGIP and the KSGSF</td>
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<td>Slide presented on “next steps” covering other countries/regions</td>
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<td>Discussion centered on how to manage this within SGIPGB/SGIP, during which Brent Hodges, Todd Rytting, John McDonald, Dean</td>
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Prochaska, Paul Boynton, Stuart McCafferty, Ron Ambrosio, Paul DeMartini, Wayne Longcore all volunteered to assist (Mark McGranaghan – chair); it was suggested that this become a permanent committee of the SGIP; the work of APEC and ISGAN (international smart grid action network) was also mentioned;

**Action Item related to creating a structure to manage the existing and future LOIs:** Mark McGranaghan was asked to propose a structure to the GB/SGIP for such a group

Paul Boynton presented on the European Standard efforts; during discussion the differences in scope were pointed out (e.g., not touching the customer domain); it was noted that the next meeting of that committee is in the October timeframe in Brussels and Paul Boynton should be able to participate in that meeting; it was noted that some structure would be needed to keep up the coordination; it was also noted that there should be some focus on the international activities in the SGIP marketing/press releases to highlight activities;

### 9:10 a.m. – 10:00 a.m. / 8:46 a.m. – 10:00 a.m.

**PMO Update**

- PAP Update
- PAPs to be closed/narrowed
- PAPs 5 & 11

Slides were presented on

- PAP Lifecycle Process (status of each PAP)
- PAP Progress (00, 01, 02, 03, 04, 05)

**Particular slides on PAP05:**

- AEIC Metering Guideline Background
- AEIC Metering Guideline PAP WG Criteria Checklist
- AEIC Metering Guideline SGIP Review Checklist Results
- PMO’s PAP Recommendation to Board

During discussion it was noted that the 12 issues are documented on the TWiki; some clarity was also provided on the SGAC and CSWG reviews; a question was asked about the balance of the guidelines development team and how the votes were taken/consensus established; it was noted that EISA has a provision for lead time, etc. to address potential stranded assets; comments provided during session by Dan Gunderson (Minnesota Power); comments provided from the floor by Larry Barto (Southern Company) and Avygdor Moise (FutureDOS R&D), H. Ward Camp (Landis+Gyr), David Elve (Sensus), Ed Eckert (Itron);

### 10:00 a.m. – 10:15 a.m. / 10:00 a.m. – 10:22 a.m.

**Break**
10:15 a.m. - 10:45 a.m.  
**PMO Update (continued)**  
- **PAP 18 Update**  
- **Wi-Fi Alliance Open Letter to NIST**  

*Continued presentation with slides:*
- PAP Progress (06, 07, 08, 09, 10, 11)  
- Particular slides for PAP11:  
  - PAP WG CoS Criteria Checklist  
  - Closeout Process Checklist  
  - PMO Checklist and Recommendation  
- PAP Progress (12, 13, 14, 15, 16, 17, 18)  

*Particular slides on PAP18 presented by Larry Kohrmann (Oncor):*
- History of PAP18  
- PAP 18 Leadership Team  
- PAP 18 Deliverables  
- Status  
- Key White Paper Recommendations  
- Anticipated PAP 18 Completion Status: notable result is that the white paper is expected to be released this week  

*It was noted that SGIP CSWG SEP 2.0 review has been completed with 1.1 and 1.0 pending (and soon), and noted that “1.x” is the generic name for that family of releases.*  

*It was noted that the Wi-Fi Alliance letter is being addressed by the PAP18 work.*  

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10:45 a.m. – 11:00 a.m.  
**Vision, Mission and Roadmap (VMR) Update**  

John Caskey  

Slides were presented on:  
- VMR Task Team Review  
- VMR Task Team – Alternate Approach  
- VMR Task Team – Next Steps  

*It was noted during discussion that there is coordination (now and will continue) with the DEWG.*
Other Business
7/11/2011 session: Noted by Theall that there was a recommendation from the BOPWG included. Will be addressed during “other business” with an action item for the GB to assign a 'tiger team' around voting issues.

Action Item: “Governing Board to assign a tiger team to review balance of voting across stakeholder categories issue and make further recommendations to the GB and SGIP.”

Lead: Bob Saint; members: Matt Theall, George Bjelovuk, Mark McGranaghan, Brent Hodges, Stephen Muchinski, David Wollman

Progress report for September 8 Virtual meeting

No other business identified.

Closing Remarks

Next SGIPGB Virtual: 9-8-11, 1:00 p.m. – 4:00 p.m. EDT
Next SGIP Virtual: 9-16-2011, 1:00 p.m. - 3:00 p.m. EDT

Adjourn

Meeting adjourned at 11:05 am.