From: sgipgb.administrator
To: SGIP-ALL@SMARTGRIDLISTSERV.ORG;
Subject: SGIP Testing & Certification Committee Invitation & Agenda
Date: Tuesday, February 09, 2010 5:50:40 PM
Attachments: image001.png

Smart Grid Interoperability Panel

February 9, 2010

On behalf of the SGIP Testing & Certification Committee (SGTCC) Chair Rik Drummond and Vice-Chair Dean Prochaska, the agenda for the February 16 meeting taking place at NIST from 8:30 AM to 4:30 PM is shown below.

Based on requests from several members, we have modified the meeting room arrangements at NIST to support 20 non-committee members for SGTCC upcoming meeting next week. These spots will be on a first-come first-served basis, and will require pre-registration by NIST to meet mandatory security requirements for access to the NIST campus.

Requests for participation and one of the guest slots should be sent to sgipgb.administrator@enernex.com by 3:00 PM EST on February 10. The Administrator will let you know whether you are one of the first 20 requestors as quickly as possible, but before 5:00 PM EST February 10 at the latest. No unregistered visitors will be granted access to the campus.

We respectfully request that only US citizens apply for the 20 open slots due to the issues of getting clearance in time for the meetings. Non-US citizens will be problematic to get registered due to NIST and the rest of the US Federal government being shut down in the DC area due to snow storms and the holiday on Monday.

Please remember that these meetings will have teleconference and webinar capabilities, so virtual attendance is an option if this short travel notice opportunity does not work for you.

A GoToWebinar and phone number will be provided for those interested in the committee work, but unable to attend. The agenda and those details will be posted on the TWiki by Feb. 15th.

SGTCC Agenda

8:30 AM - 4:30 PM

1. **Roll Call and Determination of Quorum (Chair) - 8:30 AM – 8:40 AM**

2. **Review of Meeting Rules (Chair) - 8:40 AM – 8:50 AM**
   a. Note: Chair can only vote to break ties
   b. Rules for observers and their participation

3. **Review and Approval of Agenda (Members) – 8:50 AM – 9:00 AM**

4. **Business - 9:00 AM**
   a. Officer and Member Introductions - 9:00 AM – 9:20 AM
      i. Secretary nomination and election – 9:20 AM – 9:50 AM
   b. Overview of SGTCC in context of SGIP (Plenary Chair) - 9:50 AM – 10:05 AM
   c. Mission/Goals Setting of SGTCC - 10:20 AM – 10:45 AM
   d. Discussion of SGIP-GB Resolution – 10:45 AM – 12:00 Noon
   e. Current SGIP SGTCC activities – 1:00 PM – 3:00 PM
      i. SG T&C Draft Landscape (Administrator)
         a. form ownership and review team
         b. take ownership and review survey results
      ii. SG T&C Draft Framework (Administrator)
         a. form ownership and review team

5. **New Business - 3:00 PM – 4:00 PM**
6. **Action Item and Assignment Review – 4:00 PM – 4:30 PM**
7. **Meeting Schedule**
8. **Adjournment**

EnerNex Corporation serves as SGIP administrator under a NIST-awarded contract enabled by the American Recovery and Reinvestment Act. For more information, go to http://collaborate.nist.gov/twiki-sggrid/bin/view/SmartGrid.SGIP.