

**MINUTES (Approved):**

North American End Device Registry Authority  
(NAEDRA) Committee

**PLACE OF MEETING:**

Holiday Inn Rosslyn at Key Bridge  
1900 North Fort Myer Drive  
Arlington, VA 22209  
Phone: 703-807-2000 - Fax: 703-522-7480

**DATE & TIME:**

Wednesday, April 25, 2012  
01:00pm – 05:00pm, EDT

**CONFERENCE CALL INFO:**

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

**CONFERENCE WEB INFO:**

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

*Notes by the Vice Secretary are in italic font.*

1. **CALL TO ORDER**  
*Called to order at 1:07 PM.*
2. **ROLL CALL & MEMBERSHIP**

The roster has been established. Are there corrections, additions, or deletions.  
*Six of Nine voting members were present and quorum was established.*

VOTING MEMBER	Group			Category			E-Mail Address	Present (Yes/No)
	ANSI	IEEE	G.I. <sup>1</sup>	V <sup>2</sup>	U <sup>3</sup>	O <sup>4</sup>		
Brent Cain	X			X			brent.cain@itron.com	Yes
Terry Penn, ( <b>Chair</b> )	X				X		tlpenn@southernco.com	Yes
Tom Nelson	X					X	thomas.nelson@nist.gov	Yes
(moved during 5.1)		X						
Dan Nordell		X			X		d.nordell@ieee.org	
Larry Kotewa		X				X	larryk@cntenergy.org	Yes
David Haynes			X	X			dhaynes@aclara.com	
Kostas Tolios			X		X		toliosk@dteenergy.com	Yes
Richard Tucker, ( <b>Secretary</b> )			X			X	richardaet@aol.com	
Balance (%)	33.3	33.3	33.3	25	37.5	37.5		
ALTERNATE MEMBER	ANSI	IEEE	G.I. <sup>1</sup>	V <sup>2</sup>	U <sup>3</sup>	O <sup>4</sup>	E-Mail Address	Present (Yes/No)
Herman Millican ( <b>V. Chair</b> )	X				X		herman.millican@austinenergy.com	
Aaron Snyder, ( <b>V. Secretary</b> )			X			X	aaron@enernex.com	Yes
Naeem Ahsan		X				X	naeem.ahsan@kema.com	Yes
NON-VOTING MEMBER	ANSI	IEEE	G.I. <sup>1</sup>	V <sup>2</sup>	U <sup>3</sup>	O <sup>4</sup>	E-Mail Address	Present (Yes/No)
Avygdor Moise						X	avy@fdos.ca	Yes
Harry Stephey						X	harry.stephey@kema.com	Yes
Michel Veillette				X			michel.veillette@trilliantinc.com	

<b>G.I.<sup>1</sup> = General Interest</b>	<b>V<sup>2</sup> = Vendor</b>	<b>U<sup>3</sup> = Utility</b>	<b>O<sup>4</sup> = Other</b>
<b>VISITORS</b>			
Kenny O'Dell	Sensus		

DRAFT

### 3. APPROVAL / REVIEW OF THE AGENDA

This agenda is submitted for approval. Are there any corrections or additions?

*Motion to approved the modified agenda was seconded and carried.*

### 4. APPROVAL OF MINUTES

The minutes from the 03-23-12 conference call meeting are presented for review and approval. *Additional corrections and additions were applied during discussion. Chair will distribute modified file to the group for further review (clean, with changes showing). Motion to approve the minutes was seconded and carried.*

*The Chair noted that the minutes from the 03-30-12 meeting are not yet available for review.*

### 5. OLD BUSINESS

#### 5.1. MEMBERSHIP LIST.

##### 5.1.1. FEBRUARY 6 MEMBERSHIP ADDITION

- **MOTION TO MOVE NAEEM AHSAN TO ALTERNATE MEMBER DUE TO BALANCE DEFINITIONS OF P&P WAS SECONDED AND CARRIED.**
- **RECOMMENDATION TO ADD BALANCE CALCULATIONS IN PERCENT IN THE COLUMNS. RECOMMENDATION TO ADD A ROW FOR "GROUP" AND "CATEGORY". (SEE ABOVE)**

#### 5.2. REVIEW NAEDRA POLICIES & PROCEDURES, "...v0.9 2011-06-24.PDF"

5.2.1. **AUDIO RECORDINGS, MOTION TO ACCEPT A NEW SECTION 4.5 FOR THE DRAFT DOCUMENT WAS SECONDED AND CARRIED. A MOTION FOR A SECOND MODIFICATION TO SECTION 4.5 WAS SECONDED AND CARRIED.**

5.2.2. **SNYDER 3/30/12 EMAIL – COVERED ELSEWHERE. AGREED IS CLOSED.**

5.2.3. **OFFICER DECISIONS (SNYDER) – WILL BRING PROPOSITION IN WRITTEN FORM AT A LATER DATE.**

##### 5.2.4. GENERAL REVIEW

- **NOTE: THE v1.0 DOCUMENT DOES NOT TAKE FORCE UNTIL RATIFIED BY THE FULL COMMITTEE.**
- **NOTE: ADD A "THIS MEETING IS BEING CONDUCTED UNDER VERSION OF THE NAEDRA P&P AND ROBERT'S RULES OF ORDER NEWLY REVISED 11<sup>TH</sup> EDITION." TO THE MEETING AGENDAS.**
- **NOTE: NEED TO MODIFY SECTION 8.1 RRO REFERENCE**
- **NOTE: NEED TO PROPOSE LANGUAGE FOR USE OF RRO FOR THE COMMITTEE AS FOLLOWS: "Robert's Rules of Order Newly Revised (RONR) 11th Edition is the recommended guide on questions of parliamentary procedure not addressed in these procedures."**
- **NOTE: NEED TO CLARIFY NAEDRA PROCESS FOR ENROLLING A CERTIFIED REGISTRAR, PERHAPS VIA WHITE PAPER AND FLOW CHART (TOM NELSON/LARRY KOTAWA/NAEED AHSAN)**
- **CONCERNS ABOUT ABIDING TO P&P: 21 DAYS NOTICE FOR AGENDAS, OFFICER TERMS (2-YEARS),**
- **NOTE: ADD AGENDA ITEM FOR NEXT MEETING TO COVER OFFICER TERMS**

5.3. **REVIEW CERTIFICATION TDL TESTING REQUIREMENTS FEEDBACK DOCUMENT (BRENT CAIN). MORE ELEMENTS RESOLVED THROUGH DISCUSSION.**

**ACTION: TO CLARIFY SECTION 4.1 OF THE TDL REQUIREMENTS TO ADDRESS COMMENT (MOISE)**

**5.4. REVIEW LETTER FROM FUTUREDOS TO NAEDRA. – NOT ADDRESSED DURING 4/25/12 SESSION.**

**5.5. REVIEW OF ACTION ITEMS. – NOT ADDRESSED DURING 4/25/12 SESSION.**

Recurring agenda item to review outstanding action items.

**6. NEW BUSINESS**

**6.1. OID DISTRIBUTION PROCESS. – NOT ADDRESSED DURING 4/25/12 SESSION.**

**6.2. DISCUSSION ON FAIR & REASONABLE PRICE. – NOT ADDRESSED DURING 4/25/12 SESSION.**

**6.3. REVIEW NAEDRA WEB PAGE FOR DOCUMENTATION COMPLETENESS. – NOT ADDRESSED DURING 4/25/12 SESSION.**

**6.4. WEB SITE CLARITY REGARDING MULTIPLE REGISTRARS. – NOT ADDRESSED DURING 4/25/12 SESSION.**

**6.5. SHARING THE PUBLICATION OF THE CERTIFICATION TDL TESTING REQUIREMENTS DOCUMENT (GROUP). – NOT ADDRESSED DURING 4/25/12 SESSION.**

**6.6. REVIEW ITRON OID NOTIFICATION LETTER – NOT ADDRESSED DURING 4/25/12 SESSION.**

**7. NEXT MEETING SCHEDULE**

**7.1. THE GROUP AGREED FOR THE CHAIR TO USE A DOODLE POLL FOR UPCOMING MEETINGS.**

**8. ADJOURNMENT**

The meeting was adjourned at 5:04PM ET.