

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

Place of Meeting:

Conference Call**Date and Time:****Wednesday, December 15th, 2010
02:00pm – 05:00pm, EST****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**

Terry Penn called meeting to order at 14:09 hrs.

ROLL CALL & MEMBERSHIP Quorum was held with 6 or 9 voting members present

VOTING MEMBER	ANSI	IEEE	G.I. ¹	V ²	U ³	O ⁴	E-Mail Address	Present (Yes/No)
Brent Cain	X			X			brent.cain@itron.com	Y
Terry Penn, (Chair)	X				X		tlpenn@southernco.com	Y
Tom Nelson	X					X	thomas.nelson@nist.gov	Y
Mike Anderson		X		X			michael.anderson@us.landisgyr.com	Y
Dan Nordell		X			X		d.nordell@ieee.org	Y
Larry Kotewa		X				X	larryk@cntenergy.org	N Y
David Haynes			X	X			dhaynes@aclara.com	N
Kostas Tolios			X		X		toliosk@dteenergy.com	Y
Richard Tucker, (Secretary)			X			X	richardaet@aol.com	Y
ALTERNATE MEMBER	ANSI	IEEE	G.I.	V	U	O	E-Mail Address	Present (Yes/No)
Herman Millican, (V. Chair)	X				X		herman.millican@austinenergy.com	N
Aaron Synder, (V. Secretary)			X			X	aaron@enernex.com	N
NON-VOTING MEMBER	ANSI	IEEE	G.I.	V	U	O	E-Mail Address	Present (Yes/No)
Avygdor Moise						X	avy@fdos.ca	Y
Ginger Zinkowski				X			ginger.zinkowski@ge.com	N
Vuong Nguyen						X	vuong.nguyen@ic.gc.ca	N
Michel Veillette				X			michel.veillette@trilliantinc.com	N
G.I.¹ = General Interest V² = Vendor U³ = Utility O⁴ = Other								

Visitors : Harry Stephey of KEMA

2. APPROVAL / REVIEW OF THE AGENDA

A motion to accept the agenda with a second resulted in unanimous acceptance.

3. APPROVAL OF MINUTES

The minutes of the 09-01-10 conference call meeting have been submitted for review and approval. It was moved to accept as modified with a second and unanimously accepted. The group asked that these minutes be sent with the draft minutes of December 15, 2011 meeting.

4. OLD BUSINESS

4.1. MEMBERSHIP LIST

4.2. REVIEW OF ACTION ITEMS

4.2.1. New action item for Terry Penn. The letter of FDOS & KEMA authorization to start work will be attached to the minutes.

4.2.2. Action item 6.1.1.5 is completed.

4.2.3. New action item is for committee. A NAEDRA NDA should be developed for IP security.

4.2.4. Herman Millican submitted the topology (agenda item) for final presentation for basis of NAEDRA Registration process.

4.3. TDL TESTING & ACCREDITATION PROCEDURES PROGRESS REPORT & ACCEPTANCE (KEMA).

4.3.1. November 4, 2010 a letter from NADRA chair, Terry Penn, was sent to FDOS giving FDOS permission to engage with KEMA for development of the Registrar TDL testing procedures by KEMA.

4.3.2. November 5, 2010 Avy Moise, Ron Chebra, Herman Millican, Terry Penn and Harry Stephey had a telephone conference call to initiate the KEMA testing procedures document for the testing and certification of the NAEDRA Registrar(s) TDL reference standard by KEMA.

4.3.3. FDOS and KEMA executed NDAs to allow exchange of proprietary information.

4.3.4. November 12, 2010 the agreement was suggested to be reviewed by NAEDRA.

4.3.5. November 23, 2010 the draft document containing Section 1,2,&3 was circulated.

4.3.6. December 4, 2010 work was accomplished for the detail requirements of Section 5 of the TDL testing requirements document.

4.3.7. It is anticipated that the draft TDL testing requirements document will be presented to the NAEDRA committee by the end of January, 2011.

4.3.8. Presently, section 3 (synopsis of future Sec 4 & Sec 5) needs to be expanded detailing methodology of conversion of Standard to TDL.

4.3.9. Section 4 will basically walk through the entire Standard.

4.3.10. Section 5 details training for KEMA via tutorials and shall be approved by the NAEDRA committee.

4.3.11. Section 6 will contain exercises.

4.3.12. There was a motion, second and discussion to proceed with the additional sections 4 and 5 to be added to the NAEDRA Registrar TDL testing document to be used by KEMA. The motion carried with 5 ayes, 1 abstention and 1 nay. As such, the version 0.2 was accepted.

4.4. POLICES & PROCEDURES

5. NEW BUSINESS

Brent Cain asked that the subject of FDOS Pricing model for services be discussed as he believes that the subject was omitted in the June 8, 2010 conference call. Avy Moise stated that services as requested by clients will have a charge based upon the severity and type of the services work, however, there will not be a charge for an OID number if the client's TDL is acceptable at first admission or is acceptable after adjustment work is finished necessary to be compliant to the master TDL accredited by KEMA. Avy Moise also stated that there would be one mandatory annual fee for annual subscription for clients.

6. NEXT MEETING SCHEDULE

6.1. TBD

7. ADJOURNMENT

The Meeting adjourned at 5:00 PM