

SC-3 WG 3.4 23-03 Meeting Agenda

March 23, 2023 11 am -12 pm EDT WebEx

1. Call to Order
Chair called the meeting to order at 11:02 EST
2. Roll Call
Quorum not met [9 of 15], see attached list
3. IEEE Patent and Copyright Policy Review
slides attached
4. Approve Minutes of 23-02 Meeting (review draft on iMeet ahead of the call)
revised to show quorum 10 of 15 at the 23-02 meeting.

Motion to approve by Jacob Kulangara, second by Tom Koshy – Approved by those in attendance. Received approval by email from John Kickhofel and Steve Graham, 11 of 15 for approval
5. Recommended Changes to Annex G – Bibliography

Suresh, Chris and Steve provided excellent updates for their assigned sections of the Annex.

Discussed whether we should include dates or revision numbers, and whether the existing date/revision should be changed to the latest.

The existing version in Annex G is what we wrote the standard to. As a result, we should identify that reference and then we can say changes in later revisions don't apply or we can confirm the newest version is applicable and update the document date accordingly.

It was suggested we use a rev/date for external documents and not for IEEE. Determined the same need to identify what was used is needed.

For documents that have been withdrawn it is okay to leave the original reference in the bibliography if it is the historical basis for something in the standard, even if no longer available. But we should clearly identify it as withdrawn or inactive reserve if it is not a currently active standard.

For documents that are no longer available simply because they've become outdated and allowed to be removed from a register we need to decide what to do with those.

In either case, we need to understand where the document was used in our standard and how a change may have affected our use or content.

Rebecca – identified she still has an action to get copies of older IEEE transactions and other historical items into a reference archive on iMeet.

Koshy – even if it is no longer available, it is still what we used at the time. If withdrawn, just say so

6. Action Item Recap

a. Open Actions

- i. Contact Christian Orlando about using EPRI lifetime visual (Copywrite concerns?) - Rebecca

b. New Actions

- i. EPRI NP-1558 Rev 1 (3002018283) – Activation Energy Use & Verification – this is included in information provided by Chris.
- ii. Need volunteer - create a definitions spreadsheet (follow WG 3.3 example) to share with other NPEC SC/WG to help with consistency – George Kyle/Nguyen
- iii. Put copies of older IEEE transactions and other historical items into a reference archive on iMeet. – Rebecca
- iv. **All members** review the Appendix G proposed changes, make comments, if any, in writing.

WG 3.4 March 23, 2023 Meeting Attendees Roster

Members:

Name	Affiliation	Attendee
Rebecca Steinman	Self/Constellation	X
Suresh Channarasappa	Westinghouse	X
George Kyle	Self	X
Chris Abernathy	TVA	
George Ballassi	GD/Electric Boat	X
James Gleason	Self	
Stephen Graham	Duke Energy	
John Kickhofel	Apollo+ Nuclear	
Robert Konnick	Marmon Innovation and Technology	
Tom Koshy	DNSFB	X
Jacob Kulangara	DOE/NASA	X
G. Singh Matharu	NRC	X
Ed Mohtashemi	Self	X
Khoi Nguyen	NRC	X
Eric Rasmussen	R-SCC	

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**Early identification of holders of potential
Essential Patent Claims is encouraged**

WAYS TO INFORM IEEE

- Cause an LOA to be submitted to the IEEE SA (patcom@ieee.org); or
- Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
- Speak up now and respond to this Call for Potentially Essential Patents

If anyone in this meeting is personally aware of the holder of any patent claims that are potentially essential to implementation of the proposed standard(s) under consideration by this group and that are not already the subject of an Accepted Letter of Assurance, please respond at this time by providing relevant information to the WG Chair

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 - Don't be silent if inappropriate topics are discussed. Formally object to the discussion immediately.

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- ***IEEE SA Standards Board Bylaws***
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Material about the patent policy is available at
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**If you have questions, contact the IEEE SA
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