Task Force on Open Data Set (ODS)
Intelligent Systems Subcommittee

2016 IEEE PES General Meeting
<u>**Monday, July 18, 2016, 3:00 PM-4:00 PM**</u>
Sheraton Boston Hotel,
Boston, USA
Room: Berkeley

Chair: Zita Vale, Polytechnic of Porto

The meeting started at 3:00 PM with the following **Agenda:**

1 – Welcome and introduction of attendees
2 – Task force scope and activities
3 – Task force management team
4 – Roadmap and activities plan
5 – Website and data sets repository
6 – Adjournment.

1 – Welcome and introduction of attendees

The Chair welcomed everyone present in the meeting and each attendee introduced him/herself. The attendance list is in annex; 8 people attended the meeting, fully or partially; their signatures, affiliation and email contacts are registered in the attendance list.

2 – Task force scope and activities

The TF scope has been discussed and will be published in the respective website. More detailed scope and activities will be sharpened during the first year of the TF activities.

3 – Task force management team

TF members are invited to volunteer for the management team during the coming months so that the management team activities are initiated in the IEEE PES GM 2017.

4 – Roadmap and activities plan

Data requirements, quality control, and taxonomy for the data sets to be considered will be addressed. Due to the time limitations in the meeting, the participants will be shortly contacted by email so that the TF activities are planned in more detail.

5 – Website and data sets repository

Zita Vale will ask IEEE staff to create the TF website address and will publish the existing material.

6 – Adjournment

The meeting was adjourned at 04:00 PM.

Respectfully submitted,

Zita Vale

ANNEX I: Meeting attendants signatures and contacts