

**IEEE P2800.2 Working Group Kick-off Meeting  
Agenda  
January 18, 2022, 10am-12pm MST (UTC-7)**

Call to Order/Welcome – Andy Hoke

Motivation for P2800 and P2800.2 – Ryan Quint (10 min)

Status of IEEE P2800 – Jens Boemer (5 min)

Roll call of Individuals and Declaration of Affiliation (Working Group Establishment)

- Attendees, please **record your attendance during the meeting at** <https://imat.ieee.org/attendance>
- Attendees will be asked to type their name and affiliation in the Teams chat window for the awareness of other attendees
- **To join Working Group:** After attending, please contact Manish Patel and request to join: [MPATEL@southernco.com](mailto:MPATEL@southernco.com); CC [Andy.Hoke@nrel.gov](mailto:Andy.Hoke@nrel.gov)
- Affiliation FAQs: <http://standards.ieee.org/faqs/affiliation.html>

Working Group Policies and Procedures (P&P) – Malia Zaman (IEEE Liaison)

- We plan to use the same P&Ps as the P2800 WG, as previously approved by the sponsor, available here: [https://sagroups.ieee.org/2800/wp-content/uploads/sites/336/2020/08/EDPGC-Sponsored-WG-P-and-PV2Jan2020\\_IEEE-P2800-WG.pdf](https://sagroups.ieee.org/2800/wp-content/uploads/sites/336/2020/08/EDPGC-Sponsored-WG-P-and-PV2Jan2020_IEEE-P2800-WG.pdf)

IEEE Privacy Policy - <https://www.ieee.org/security-privacy.html> - Malia Zaman

eTools: myProject, Listserv, iMeet Central, iMat.IEEE.org, WordPress (website), and Teams - Malia Zaman

- **To join P2800.2 Listserv,** email [LISTSERV@listserv.ieee.org](mailto:LISTSERV@listserv.ieee.org). In first line of email body, write: ***SUBSCRIBE p2800-2 Your Name*** (for example, *SUBSCRIBE p2800-2 Andy Hoke*).
- The Listserv is how future meetings will be announced.

Approval of Agenda – Andy Hoke

IEEE disclaimers and legal notices – Malia Zaman (5 min)

- IEEE Patent Policy: Call for Patents  
<https://development.standards.ieee.org/myproject/Public/mytools/mob/slideset.pdf>
- IEEE Copyright Policy: <https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/copyright-policy-WG-meetings.potx>

Introduction of the initial leadership team and initial subgroups (20 min) – Leadership team

- Introduce initial subgroup structure
- Introduce leadership team

Discussion on the overall goals, intent, and structure of P2800.2 (45 min) – Hoke and team

Wrap-up and next steps including future meetings (10 min)

Adjourn

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