

Spring 2015 IEEE Transformers Committee Meeting – Memphis, TN
WG on Dielectric Frequency Response Analysis (DFR)
Monday, November 2nd, 2015 – (3:15 -4:30PM)

The meeting was called to order by the WG chair Ali Naderian at 3:15 PM. This is the fifth Working group meeting. There were a total of 85 attendees; 20 members and 65 guests and 10 requested to become members.

1. With 20 members attending the meeting we had a quorum (out of 30 members)
2. Agenda was approved- motion for approval from Daniel Sauer and Diego Robalino
3. The minutes of meeting from the WG Spring 2015 meeting in Savannah, GA and 2 previous meetings was approved by email prior to the meeting (18 members approved it by email).
4. The first draft DFR guide was uploaded in the IEEE site for review and comments after the spring meeting in Savannah.
5. 160 comments were received by the members and subject matter experts
6. 2 meetings were held to address the comments. Still a couple more meetings would be needed to address all the comments of the document.
7. Target is to complete a second version of the DFR guide by February 2016 and circulate to members and guests of the WG for final comments and review.
8. New Business
 - a) The WG Chair was under the impression that the PAR expiration was in Spring of 2016
 - b) Tom Prevost checked the PAR and confirmed that the PAR expiration is not until **31 December of 2017**
 - c) Dan Platts mentioned that the PAR extension does not need a WG approval
 - d) Motion for approval of Par for 2 years was made by Daniel Sauer and Mike Franchek- however this was taken back as PAR Extension was found no to be needed until 2017.
9. There were no other New Business to discuss
10. The WG will meet the next time at Spring meeting in Atlanta Georgia
11. Meeting was adjourned at 3.45 pm

Ali Naderian, WG Chair
Peter Werelius, Vice WG Chair
Poorvi Patel, Secretary