I. Call to order. The Chair, Thomas Pape, called the meeting to order on Wednesday, December 1, 2021, at 1:06 PM (PT).

II. Self-Introductions. Taylor Duran welcomed the Task Group, took roll, and asked members to state their representation.

III. Review and approval of agenda. The Chair, Thomas Pape, asked for approval of the agenda. The motion was made and seconded to approve the agenda. The motion passed.

IV. Scope of the Water Metering Applications Task Group. Taylor Duran reviewed the Task Group scope as follows:

The scope of this task group is to develop provisions for metering applications, fixture metering, sub-metering, water efficiency and conservation. Include advanced metering of fixtures, water escape and unusual flow detection along with real time reporting capability. The recommendations provided by the task group will be forwarded to the WE-Stand Technical Committee for consideration in the development of the 2023 edition of the WE-Stand.
V. Goals.
A. Discuss the timeline for completion of recommendations.  
   The deadline for submitting WE-Stand proposals is **March 4, 2021**.

B. Determine areas of focus.  **The Task Group decided to focus on the following topics:**
   - Unusual flow detection and reporting
     - Real-time reporting for prevention of water waste
     - Basic framework for reporting requirements
     - Automatic shutdown
   - Define the difference between:
     - Water leaks which lead to flood damage
       - Refer to a specific industry standards
     - Equipment failure and metering
       - Insert actual provisions within the WE-Stand
       - Levels of severity based on volume and pipe sizing
   - Sub-metering
     - Sizing requirements
     - Attachments to assist with flow control
     - Review and update WE-Stand Table 411.1

C. Assign action items.  **The Task Group agreed to the following action items:**
   - Avishai Moscovich is to determine if additional information for residential water closets and flush valves is needed in Table 411.1.
   - Joshua Luo is to provide a product list of leak detection devices.
   - Val Amezquita is to provide documents for water waste ordinances and penalties.
   - All members are to review Table 411.1 and determine the following:
     - Does each category listed requiring submetering merit including this unusual flow reporting or is it possible that some of these categories do not necessarily require reporting?
     - What additional information needs to be included?
   - Taylor Duran is to upload the following to Kavi for the group to review:
     - An editable version of Table 411.1
     - AWWA Manual 6 (if available)
     - IAPMO IGC 115
     - IAPMO IGC 349
     - IAPMO Z1349
   
   The due date for submission of action items is **December 29, 2021**.

D. Address additional questions and concerns.  **None.**
VI. **Future meetings.** The next meeting will be held between January 5, 2022 and January 10, 2022. Taylor Duran will send a doodle poll for the next meeting.

VII. **Other business.** No other business

VIII. **Adjourned.** The meeting was adjourned at 2:17PM (PT).