

ACCREDITED STANDARDS COMMITTEE, C37

1300 North 17th St., Suite 1847, Rosslyn, VA 22209

MINUTES

MEETING: ACCREDITED STANDARDS COMMITTEE
C37, SWITCHGEAR

PLACE OF PLACE OF MEETING: LOEWS LE CONCORDE HOTEL
1225 COURS DU GENERAL DE MONTCALM
QUEBEC CITY, G1R4WX, CANADA

DATE AND TIME: TUESDAY, OCTOBER 2, 2001: 6:00 – 8:00 P.M.

PRESENT

N. Ahmad	IEEE
R. Alexander	PPL Utilities
J. Angelis	Cooper Power
J. Collins	NEMA
D. Dufournet	Alstom
P. Dwyer	General Electric – consultant
K. Edwards	BPA
L. Falkingham	Alstom
D. Galicia	Ameren
K. Gray	Pacific Breaker Systems
G. Kamber	S&C Electric
J. Leach	Hi-Tech Fuses
D. Lemmerman	PECO Energy
A. Livshitz	Schneider Electric
R. Long	Cutler-Hammer
N. McQuin	Electrical Power Consultant
A. Monroe	USCO
G. Montillet	Alstom
A. Morgan	PEPCO
J. Nelson	TVA
P. Notarian	UL
T. Olsen	Siemens Power
A. Peterson	Utility Service Corp.
C. Reigart	Southern States, Inc.
T. Royster	Dominion Virginia Power
N. Simon	Cutler-Hammer
K. Smith	Cutler-Hammer
M. Smith	Siemens Power – Consultant
D. Stone	Cooper Power Systems
A. Storms	Consultant
R. Sunkara	PG&E
C. Wagner	Consultant
J. Wood	PG&E

PRESIDING OFFICER T. OLSEN, ACTING CHAIRMAN

SECRETARY J. COLLINS

APPROVAL OF PREVIOUS MINUTES

The minutes of the meeting held in Charleston, South Carolina on May 22, 2001 were approved as written.

II. MEMBERSHIP CHANGES

A roster was circulated for review and correction.

III. C37 STATUS REPORT

A draft Fall 2001 issue of the C37 Status Report was distributed. Some corrections were noted during the meeting. Members are requested to submit any additional corrections to staff. A revised edition of the Fall 2001 Status Report will be issued by the Secretary via e-mail.

Action: Secretary to issue revised C37 Fall 2001 Status Report in November 2001 and also post it on the NEMA website.

IV. LETTER BALLOT ON C37 OPERATING PROCEDURES

Mr. Olsen reviewed the results of the letter ballot on the proposed new ASC C37 Operating Procedures with a viewgraph presentation of the voting results. He then reviewed with the Committee the compilation of comments received as a result of the letter balloting process. Each comment was reviewed and evaluated by the ASC C37 Committee members present for acceptance or rejection or possible modification. The majority of the meeting was dedicated to this purpose. Mr. Olsen stated that he would take the results of the Committee's decisions and revise the draft Operating Procedures in preparation for a further letter ballot.

Action: Mr. Olsen to revise the original letter balloted draft of the Operating Procedures and forward to the Secretary for reballoting. The Secretary will then reballot the document upon receipt of a "ready for ballot" revised draft of the Operating Procedures from Mr. Olsen. ** (Please see Secretary's Note below at the end of Section V.)

V. NETA STANDARDS

There was insufficient time to address this item.

VI. NEW BUSINESS

- a. Election of a New Chairman and Vice Chairmen – The Acting Chairman reported that there is an urgent need to address the issue of the election of new officers, since the incumbent officers are either inactive in status, preparing to retire from their current employment or planning to resign from the Committee. It was reported that Mr. Eldridge Byron is intending to resign as Chairman of the ASC C37 Committee in the near future. A motion was offered to select Mr. Olsen as Chairman of the ASC C37 Committee. The motion passed unanimously. It is necessary to clarify the status of the Vice President positions. The future status of these positions would be best defined by obtaining Committee ratification of the revised Operating Procedures, since the roles and responsibilities of the Vice Presidents will be delineated in the Operating Procedures. Due to these special circumstances, we are not in a position to select and approve a full slate of officers at this time. However, it is imperative that we select and approve a new Chair as soon as possible. The sequence of actions needed is as follows:

1. Co-Secretariats appoint new Chair (the Committee membership expressed a wish that Mr. Olsen be appointed)

2. Upon appointment, the Committee Secretary shall issue a letter ballot to approve the Chair appointed by the Co-Secretariats.
3. Following the approval of the new Operating Procedures, and definition of the number of Vice Chairs, the Chair shall seek volunteers appropriate for the various positions, and forward the names of these individuals (preferably more than one person for each position) to the Co-Secretariats, so that the Co-Secretariats may select the Vice-Chair(s) to be appointed.
4. Upon appointment, the Committee Secretary shall issue a letter ballot to approve the Vice Chair(s) appointed by the Co-Secretariats.

Actions: Co-Secretariats and Committee Secretary carry out appointment actions and letter balloting as described above as early as possible.

Secretary's Note: ** On October 6, 2001, Mr. Olsen circulated via e-mail a revised draft of the ASC C37 Operating Procedures to the voting members of the ASC C37 Committee. The revised draft was based on the C37 Committee's review of the C37 Operating Procedure comments, which was conducted at the meeting in Quebec City on October 2nd. In the same e-mail note, Mr. Olsen also solicited comments from the membership regarding the number of Vice Chairs that the Committee should designate and what their responsibilities should be. After receiving input on these issues, it is anticipated that a new letter ballot to approve the ASC C37 Operating Procedures (which would include the number of Vice Chairs and their roles and responsibilities) will be authorized and subsequently issued to the ASC C37 Committee membership.

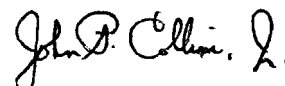
VII TIME AND PLACE OF NEXT MEETING

The next meeting will be held at 6:00 pm on April 30, 2002 in Newport, Rhode Island in conjunction with the next IEEE PES meetings.

VIII. ADJOURNMENT

The meeting was adjourned at 8:20 pm.

Reported by:



John P. Collins Jr.,
Secretary, ASC C37 Committee
October 15, 2001

CPS 10/18/01
Reviewed by Cqunsel