

**SWITCHGEAR ASSEMBLIES SUBCOMMITTEE
MINUTES OF THE SPRING, 2002 MEETING**

**NEWPORT MARRIOTT HOTEL
NEWPORT, RI**

The meeting was called to order by Chair D. Lemmerman at 1:33 PM on May 1, 2002 with the introduction of the following members and guests:

Members: (13)	C. Ball T. A. Burse D. J. Edwards D. Gohil	D. J. Lemmerman W. C. McKay A. F. Morgan	P. J. Notarian G. R. Nourse T. W. Olsen	R. J. Puckett G. Sakats M. Wactor
Guests: (9)	P. Dwyer D. R. Elliott D. Giraud	R. Kyle D. Mazumdar	S. Siedzik S. P. Slattery	B. Streinbrecher R. Sunkara
Excused: (8)	E. R. Byron J. J. Dravis	R. K. Iyer J. M. Jerabek	W. E. Laubach G. O. Perkins	E. A. Peters S. H. Telander

Absent: (0)

The minutes of the Fall 2001 Switchgear Assemblies Subcommittee meeting in Quebec City, Canada, were approved with a correction to reflect that the absence of Mr. Iyer was an excused absence.

ADSCOM Report

ADSCOM Committee Report: Mr. Lemmerman reported that:

- The present practice for meeting cost, with a discount for early registration and payment, will be continued.
- M. Glinkowski requested that the subcommittees update their information on the website.
- Standards needing action: C37.23 – scheduled for administrative withdrawal.
- Motion passed as follows: “IEEE Switchgear Committee to continue to submit documents developed by IEEE through the ASC C37 process
- Motion passed as follows: “IEEE Switchgear Committee to continue participation in ASC C37 and to vote, through the delegation, on documents not developed by IEEE Switchgear Committee”.
- The main committee meetings will continue to be held on Thursday. Subcommittee verbal reports will cover exceptions and critical information, with the details to be covered in the written report on the website.
- The value of main committee membership was discussed, particularly in light of the introduction of the IEEE-SA ballot pool concept.
- IEEE PES continues to push for the Switchgear Committee to change its meetings to coincide with the PEC meetings. We will continue to meet separately through at least 2005.
- The Switchgear Committee operating procedures will be put on the website.

WORKING GROUP REPORTS

The following working group reports were presented:

- C37.20.1 (Metal-Enclosed Low-Voltage Power Circuit Breaker Switchgear). The D12 ballot was 100% affirmative for the IEEE-SA ballot and also for the C37 ballot. A few comments were received, and decisions on final modifications reached during the April 29 WG meeting, with no technical changes. Following the meeting, D13, reflecting all comment resolutions, was forwarded to IEEE-SA for submittal to the IEEE-SA and ANSI standards boards and final editing. We hope to have this on the agenda for the June RevCom meeting.

- C37.20.7 (Guide for Testing Medium-Voltage Metal-Enclosed Switchgear for Internal Arcing Faults). This document has been approved by IEEE-SA and has been submitted to ANSI. Thus, the C37.20.7 document is now finalized and the WG tasks are complete. The companion paper was presented at the IEEE PES T&D on October 31.
- C37.21 (Control Switchboards). D9 will be distributed to the WG and the Switchgear Assemblies subcommittee for comment in May. A motion 1A was previously approved at the Fall 2000 meeting in Tucson.
- C37.23 (Standard for Metal-Enclosed Bus and Guide for Calculating Losses in Isolated Phase Bus). No meeting was held. The draft is ready for ballot. However, IEEE-SA has advised that this document will be administratively withdrawn at the November meeting. Therefore, action is needed to prevent the lapse of this document.
- C37.24 (Guide for Evaluating the Effect of Solar Radiation on Outdoor Metal-Enclosed Switchgear) Draft D6 has been submitted to IEEE-SA and an invitation to join the ballot pool is now open, with a closing date of May 4. The document will go out for ballot shortly after May 4.
- C37.100.1 (Common Clauses Working Group). Mr. Burse reported that the final document is under review by the task forces. Upon revision to reflect task force input, the document will be distributed to the subcommittees for comment.

OLD BUSINESS

- Application Guide for Arc Resistant Equipment: Mr. Wactor reported that a task force has been formed to study what topics should be addressed in the proposed application guide. A very rough draft outline was generated. The latest revision of IEC 60298 will also be reviewed. The document will focus on the proper application of products that have been tested to C37.20.7. The task force will refine thoughts and expects to request a PAR for a supplement to C37.20.7 following the Fall 2002 meeting.
- Future Standards Directions: Mr. Burse has been nominated as the Liaison D representative of the IEEE PES Switchgear Committee to SC 17C MT 14. This maintenance team is responsible for IEC 60298. He participated in the meeting in Prague, along with L. Farr from Eaton (Asheville), whose focus is MV Control equipment. Ted was encouraged that the IEC process is open to cooperative "give and take". However, to be effective, we have to have well reasoned positions, technically justified, and we have to participate on a continuing basis. He learned how to get the "metal-clad" concept reintroduced into the main body of the document.

NEW BUSINESS

- C37.20.2: A task force was formed to compare C37.20.2 to IEC 60298. The task force consists of M. Wactor, T. Burse (co-chairs), C. Ball, D. Edwards, D. Elliott, D. Giraud, D. Lemmerman, D. Mazumdar, A. Morgan, T. Olsen, R. Puckett, and G. Sakats.
- New members of the main Switchgear Committee include C. Ball, D. Gohil, D. Lemmerman, A. Morgan, T. Olsen, and M. Wactor.
- Discussion occurred with respect to the value of the main committee meeting on Thursday. Suggestions have been made to eliminate the main committee meeting, and to schedule the ADSCOM meeting on Thursday. This would allow all participants to attend the ADSCOM meeting. Mr. Dwyer observed that with the speedy availability of minutes, there is no need to have the formal main committee meeting just to find out what the subcommittees are involved in. A motion was made that the Switchgear Assemblies Chair put forth a motion at the main committee meeting to require that the Switchgear Main Committee meeting and the ADSCOM meeting be combined into a single meeting, to be held on Thursday morning. The motion passed unanimously.

- Switchgear Assemblies subcommittee document status summary was distributed, and revisions solicited. This lists all documents that this subcommittee sponsors or co-sponsors. It will be available with the minutes.
- Working Group chairs are requested to provide electronic copies of reports to T. Olsen by May 8.
- ASC C37: A summary of the ASC C37 meeting of April 30 was provided, including an explanation of the future actions resulting from the motion which was passed. Essentially, ASC C37 will be reorganized as a sole-secretariat, with NEMA as secretariat. Revised operating procedures will be prepared for ballot in May 2002.
- Meeting Rooms- Room requests and equipment needs (overhead projectors, etc.) should be forwarded to D. Lemmerman by June 1, so that he can forward to J. Nelson.
- Next Meetings:

Sept. 29 – Oct. 3, 2002	The San Luis Resort, Galveston, TX
May 4-8, 2003	Tradewinds Sirata Beach Resort, St. Pete Beach, FL

The meeting adjourned at 3:23 PM.

Following the adjournment of the meeting, it was realized that it is urgent that C37.23 be addressed, or it would be withdrawn. As a result, the meeting reconvened at 4:00PM, with 11 members present (Messrs. Notarian and McKay were not present). The 11 members constituted a valid quorum.

- C37.23 was balloted several years ago, but was not finished. In the meantime, the IEEE metric policy required that the content of the document be metrified. The document employs a large amount of historic data (circa 1940) that is not metrified. It is surmised that the need to metrify may have posed dilemmas for revision.
- A motion was made and passed, and subsequently amended and passed, to expand the C37.23 WG to move C37.23 forward to final ballot and approval, with the objective to avoid withdrawal of ANSI/IEEE recognition of the document. The motion passed unanimously.
- The following members volunteered to participate in this expanded working group: G. Nourse, D. Gohil, M. Wactor, T. Burse, T. Olsen, and A. Morgan. The existing WG members will be welcome to continue to participate in the expanded WG.
- Mr. Olsen will ask IEEE-SA to provide copies of historic information on the ballot that occurred in late 1998. IEEE-SA will also be asked to advise whether there are time limits on ballot validity that will affect the process. Among the important questions to be answered is whether a new ballot pool needs to be formed. We will also ask IEEE for assistance in keeping the existing document 'alive' while we finish the process.
- Mr. Nourse will obtain appropriate info from Mr. Peters.
- During the meeting, we were able to contact Mr. Peters by phone. Mr. Lemmerman discussed the offer of assistance with Mr. Peters, who was receptive. He indicated that the document is ready to go forward, with the only item delaying action being the metrification of section 10, which has extensive historic examples.

The meeting adjourned for the second time at 4:58PM.

T. W. Olsen, Secretary