

**Meeting Minutes
LVSD Subcommittee Meeting
Hyatt Regency; Milwaukee, Wisconsin
October 4, 2006**

Members:	P. Barnhart D. Mazumdar G. Nourse P. Sullivan	D. Edwards N. McQuin T. Olsen	K. Flowers A. Morse D. Sigmon
Honorary Members:	H. Hess P. Notarian	J. Jerabek S. Telander	W. Laubach
Guests:	M. Abrahamsen M. Flack F. Mayle R. Rajvanshi	D. Colaberardino T. Hood A. Morgan	P. Dwyer H. Josten C. Morris
Excused Absence:	D. Gohil J. Mizener	N. Gunderson B. Puckett	J.C. Maurice A. Storms
Absent:	A. Livshitz		

1. Introduction of members and guests

The meeting was called to order by Doug Edwards at 1:32 PM. Mr. Edwards welcomed the members and guests, and introductions were made.

2. Approval of the minutes of the Spring 2006 Galveston Island meeting

The minutes of the May 10, 2006 meeting held in Galveston Island, TX were distributed, reviewed on screen, and approved with the title amended to reflect that they were indeed "Meeting Minutes," and not an "Agenda," as the document was mis-titled.

3. Reports

a. ADSCOM Committee Report

The minutes to the ADSCOM meeting will be published with the Switchgear Committee minutes.

- The High Voltage Circuit Breaker committee is working on a document for standardization of instruction manuals for circuit breakers >1000V.
- Metrication policy – The wording to this policy has been revised slightly. It has been clarified that it is still acceptable to include dual sets of units.
- All LVSD members (and most honorary members) have IEEE aliases. The chair and secretary appreciate the members completing this task!

b. IEC Report – IEC 17B MT15

Currently, there is still no participation in this group by any members of the LVSD subcommittee. It was reported by Doug Edwards that there is no update is available from

**Meeting Minutes
LVSD Subcommittee Meeting
Hyatt Regency; Milwaukee, Wisconsin
October 4, 2006**

this group, though it was noted on their website that they are in the process of revising IEC 60947-2. The activities of this group are recorded at the following web address:

<http://www.iec.ch/cgi-bin/procgi.pl/www/iecwww.p?wwwlang=E&wwwprog=dirwg.p&ctnum=1144>

c. IEEE SCC21 Meeting

Currently, there is still no participation in this group by any members of the LVSD subcommittee. It was reported by Doug Edwards that there is no update is available from this group. The activities of this group are recorded at the following web address:

<http://grouper.ieee.org/groups/scc21/wg.html>

Working Groups

d. C37.13: Low Voltage AC Power Circuit Breakers used in Enclosures

A complete summary will be submitted will be posted (document F06LVSDa3.pdf). The following items highlighted the discussions:

- All of the open issues have been addressed, and a final draft is being prepared for a recirculation ballot.
- Despite a recirculation ballot forthcoming, a PAR extension will be sought to make sure that this document does not expire before the next revision can be completed.
- The topic of a "high endurance breaker" concept was discussed, and determined to be not merited.
- A "grandfathering clause" has been incorporated into this standard. It is recommended that future standards consider adopting a similar clause, when appropriate.

e. C37.13.1: Guide for Low-Voltage AC Removable Elements Other than Low-Voltage AC Power Circuit Breakers Used in Enclosures

Bob Puckett reports that C37.13.1 has been approved by RevCom. Bob is currently working with the IEEE editors, and has requested that the Working Group not be disbanded at this time.

f. C37.16: Standard for Preferred Ratings, Related Requirements, and Application Recommendations for Low-Voltage AC (635V and below) and DC (3200V and below) Power Circuit Breakers

The complete minutes for this meeting will be posted (document F06LVSDa4.pdf). The following items were brought to subcommittee attention:

- The PAR is being prepared, and will be submitted to REVCOM by the October 15th deadline.
- To better facilitate the work on this standard, Jean-Claude Maurice and Nancy Gunderson has agreed to split the chairmanship, and become Co-Chairs.
- Three different proposals have been made to improve the Tables 1 & 2. These will be presented to the Working Group, and the path forward will be decided by month's end.
- Draft 6 will be returned to the Working Group in coming weeks, with objective of creating Draft 7 before the end of the year.

Meeting Minutes
LVSD Subcommittee Meeting
Hyatt Regency; Milwaukee, Wisconsin
October 4, 2006

g. C37.17: Standard for Direct-Acting Trip Systems for Low-Voltage (up to 635 V) AC and General Purpose Low Voltage (up to 325 V) DC Power Circuit Breakers

Complete minutes will be posted (document F06LVSDa5.pdf). The following items were brought to subcommittee attention:

- The standard does not adequately cover dc transit breakers. The Working Group believes that these trip units are most appropriately suited for C37.14, and recommends that LVSD take action to add these trip units to that standard.
- Much work has been done in respect to the definitions.
- The decision to delete the testing section was reviewed, and affirmed that the testing requirements belong in C37.50, and not C37.17.

h. C37.27: Application Guide for LV AC Nonintegrally Fused Power Circuit Breakers

A complete summary will be submitted will be posted with the report for C37.13 (document F06LVSDa3.pdf). The following items were brought to subcommittee attention:

- All of the open issues have been addressed, and a final draft is being prepared for a recirculation ballot.
- Despite a recirculation ballot forthcoming, a PAR extension will be sought to make sure that this document does not expire before the next revision can be completed.
- It has been recommended that the title should be revised in the next revision to reflect that the content is appropriate for all fused circuit breakers, not just non-integrally fused circuit breakers.

i. Update Document Status

Document Status was passed around room and for updates. The document status will be posted on the IEEE website (document F06LVSDa2.pdf). Working Group memberships were discussed and updated.

4. Old Business

a. Membership recruitment

Contacting local universities and local customers/users (local to the meeting location) have been contacted in the past, with no success. It is still strongly desired to find means to attract interest and to solicit more input with LVSD activities. The following action items were developed during this discussion:

- A pre-meeting technical presentation to garner interest at local universities. Nigel McQuin will investigate opportunities to do this prior to the St. Pete Beach meeting (May 2007).
- Advertise IEEE-PES activities at other IEEE sponsored meetings, to inform the technical community of on-going activities, and up-coming meetings. Paul Sullivan has been solicited to assist with this activity.
- Provide advance meeting notices and agendas to IEEE Chapters local to the up-coming meeting location. Nigel McQuin has volunteered to assist with this activity for the up-coming St. Pete Beach meeting (May 2007).

b. IEEE-SA Patent Policy

Meeting Minutes
LVSD Subcommittee Meeting
Hyatt Regency; Milwaukee, Wisconsin
October 4, 2006

The IEEE-SA patents policy must be reviewed during every WG meeting. The patents materials are available at <http://standards.ieee.org/board/pat/pat-slideset.pdf>. The IEEE-SA Patent Policy was reviewed at all LVSD Working Group meetings.

c. IEEE Aliases

Aliases are preferred contact means for the main committee and subcommittee secretaries for correspondence to members and guests. The process for Guests who would like an IEEE alias, to set up an alias, is as follows:

- Note: You can review the IEEE Member E-Mail Alias Service Agreement - URL: <http://elecomm.ieee.org/service-agreement.shtml>
- Setup your IEEE Email Alias - URL: <http://elecomm.ieee.org/>
- Select the Link to "Register For An IEEE Alias" or as appropriate.
- Enter your data
- Test that new email address works by sending yourself and email. Note - some companies have Firewall protection that may filter out these emails. If this is the case, I wish you all the best but hopefully your IT department manager can be persuaded to all make allowance for use of this address.
- Submit your new alias to k.s.edwards@ieee.org (Main Committee Secretary) and keith.flowers@ieee.org (LVSD Secretary)

5. New Business

a. Procedure for Meeting Rooms

From WG Chairs to Sub-committee Chair (not directly to Switchgear Committee secretary. WG Chairs, advise the Sub-Committee Chair concerning WG meeting room requirements (preferred schedule, number of participants, and A/V needs). Provide details to Doug Edwards no later than October 15, 2006. Requirements will be provided to Switchgear Committee secretary (Ken Edwards) by October 31, 2006.

b. DC LV Power Circuit Breakers

A gap has been identified in C37.17 for dc transit breakers. The C37.17 Working Group advised LVSD that the gap exists, and recommended to LVSD that the best place for those requirements is C37.14, and not C37.17. The subcommittee agreed and Paul Barnhart motioned for formation of a C37.14 working group. The motion was seconded and approved by the Subcommittee. Mistakenly the working group was not correctly formed. Therefore, for the minutes we will consider this a task force to scope out the possible revisions for C37.14. The task force will be led by Chuck Ross, and the task force will meet in St. Pete Beach with the intent of creating a PAR, and forming a working group.

c. C37.18

It was discussed that these devices have not been manufactured in a number of years. It was discussed whether this standard should be maintained or withdrawn. Concerns were raised that these devices still exist in the field, and access to this document needs to be maintained. Action was not taken to withdraw this document at this time. If it is withdrawn at some future time, the document will still be available to users within the IEEE document archives.

**Meeting Minutes
LVSD Subcommittee Meeting
Hyatt Regency; Milwaukee, Wisconsin
October 4, 2006**

d. Requesting document changes for future document revisions, and for documents out of the scope of LVSD

It was requested of the Chair for the procedure for requesting document changes for future document revisions, and for documents out of the scope of LVSD. The Chair reported that changes to documents outside of the scope of LVSD are handled by letters from the chairman. Future changes for LVSD documents are collected, and held for the future working group chair for the associated standard. Doug Edwards committed to make sure that the requests are being appropriately accumulated, for future working group activity.

e. LVSD Web Pages

Doug Edwards and Keith Flowers will verify that the LVSD web-pages are current. The minutes and supporting documents for this meeting will be uploaded to the main committee website (<http://www.ewh.ieee.org/soc/pes/switchgear/index.htm>) in approximately two weeks.

f. Main Committee Meeting Items – Review items to be presented

No items were highlighted, as to require special Main Committee attention.

g. Up-coming Meetings

- Spring 2007 – May 6 – 10, St. Pete Beach, FL
- Fall 2007 – Sept 23 – 27 or Sept 30 – Oct 4, Philadelphia, PA
- Spring 2008 – May 4 – 8, Portland, OR or Las Vegas, NV

6. Adjourn

The meeting was adjourned at approximately 2:52 PM.

Minutes submitted by:

Keith Flowers
October 4, 2006