

**Meeting Minutes  
LVSD Subcommittee Meeting  
Philadelphia, PA  
October 17, 2007**

<b>Members:</b>	D. Edwards	K. Flowers	N. Gunderson
	A. Livshitz	D. Mazumdar	J. Mizener
	A. Morse	T. Olsen	B. Puckett
	D. Sigmon	A. Storms	P. Sullivan

<b>Honorary Members:</b>	H. Hess	J. Jerabek	W. Laubach
	P. Notarian**	S. Telander	

<b>Guests:</b>	M. Abrahamsen	D. Colaberardino	J. Coomer
	D. Dunne	P. Dwyer	M. Flack
	P. Glaesmon	H. Josten	C. Kennedy
	F. Mayle	A. Morgan	A. Rowell
	R. Sarin	C. Schneider	P. Terry
	M. Wactor	T. Williams	

<b>Excused Absence:</b>	P. Barnhart	D. Gohil	G. Nourse
	C. Ross		

<b>Absent:</b>	J.C. Maurice	N. McQuin
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\*\* Honorary member in attendance

**1. Introduction of members and guests**

The meeting was called to order by Doug Edwards at 1:34 PM. Mr. Edwards welcomed the members and guests, recognized the first-time attendees, and introductions were made.

**2. Approval of the minutes of the Spring 2007 St Pete Beach, FL meeting**

The minutes of the May 9, 2007 meeting held in St Pete Beach, FL were distributed via email, reviewed on screen, and approved by the WG.

**3. Reports**

**a. ADSCOM Committee Report**

A complete summary will be posted (document F07LVSDa3.pdf). Some highlights (relating to LVSD) from the ADSCOM meeting were:

- It is planned to update the website with minutes four weeks after the meeting is held, with revisions/updates uploaded four weeks before the next meeting
- Regarding C37.100.1, it was discussed that this document only applies to HV. Discussion continued whether a similar document was required for LV, and the consensus was "no, it is not required."
- Attendees were encouraged to go to the myProject website, and make sure that their "Activity Profile" was accurate. In the future, WG Chairs will use this tool to report to IEEE the membership of their WG.
- There is a conflict in the O&P Manual that states that 3000 VDC and above is HV, while 3200 VDC and below is LV. The O&P Manual is being revised to state that HV is 3200 VDC and above.

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- There is an effort to move the ASDCOM meeting to a different time slot, in order to free up the Tuesday morning slot for more WG meetings. Look for updates in the schedule for the May 2008 meeting.

**Working Groups**

**b. C37.13: Low-Voltage AC Power Circuit Breakers used in Enclosures**

A complete summary will be submitted will be posted (document F07LVSDa4.pdf). The following items highlighted the discussions:

- PAR Revision: The PAR was revised due to changes in the scope and purpose.
- C37.50 Coordination: The WG adopted proposed text submitted by the C37.50 WG in NEMA 8SG5.
- C37.16 Coordination: The WG adopted a new clause 9.1.2 in the application guide, which was transferred from C37.16-D11-JCM for improved clarity.

**c. C37.14: Low-Voltage DC Power Circuit Breakers Used in Enclosures**

The C37.14 WG is scheduled to meet in conjunction with the IEEE PES VT meeting the week of October 22, 2007. Minutes will be posted when they become available.

**d. 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 F07LVSDa5.pdf). The following items were brought to subcommittee attention:

- A concern was raised about having an overload endurance rating that is not tested. Further discussion is required to resolve this issue.
- The ac circuit protector tables were removed, due to the referring standard haven been withdrawn.
- The table format for the control voltages was overhauled to improve clarity.
- It is desired by the WG co-chairs that the draft standard go to ballot prior to the spring meeting.

**e. 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 F07LVSDa6.pdf). The following items were brought to subcommittee attention:

- Draft 2 was distributed prior to the meeting. All comments were discussed and resolved.
- Draft 2 referred to preferred calibration marks in C37.16-2000 (deleted from current draft standard of C37.16). It was determined by the WG that specifying calibration marks was not beneficial, and removed.
- The NEMA 8SG5 WG for C37.50 posed questions regarding trip system response when the system frequency varied (such as 50 and 60 Hz). Additional text was added to resolve this issue.

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**f. C37.27: Application Guide for LV AC Fused Power Circuit Breakers Applied with Separately Mounted Fuses**

A complete summary will be submitted will be posted with the report for C37.13 (document F07LVSDa4.pdf). The following items were brought to subcommittee attention:

- The PAR was revised due to changes in the scope and purpose statements.
- WG discussed whether to continue the revision effort, or to withdraw the document. The comments will be updated, and submitted back to IEEE for initiating a recirculation ballot.

**g. Update Document Status**

Document Status was passed around room and for updates. The document status will be posted on the IEEE website (document F07LVSDa2.pdf). Working Group memberships were discussed and updated.

**4. Old Business**

**a. Membership Recruitment**

The guests were again recognized, and the members were encouraged to continue to look for ways to encourage participation, especially among the users community.

**b. IEEE-SA Patent Policy**

This policy was recently revised, and special attention was given point out the changes from the previous policy. 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](mailto:k.s.edwards@ieee.org) (Main Committee Secretary) and [keith.flowers@ieee.org](mailto:keith.flowers@ieee.org) (LVSD Secretary)

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**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 May 18, 2007. Requirements will be provided to Switchgear Committee secretary (Ken Edwards) by May 25, 2007.

**b. LVSD Roster**

It is requested that the members and guests update the Roster with their IEEE member ID. This simplifies the roster update process for the WG chairs, who report their rosters to IEEE yearly.

Action: Please send updates to the roster to [keith.flowers@ieee.org](mailto:keith.flowers@ieee.org).

**c. Main Committee Meeting Items – Review items to be presented**

No major items need to be brought to the Main Committee's attention.

**d. Up-coming Meetings**

- Spring 2008 – May 18-22, Orlando, FL
- Fall 2008 – Calgary (tentative)

**6. Adjourn**

The meeting was adjourned at approximately 2:15 PM.

Minutes submitted by:

Keith Flowers  
October 17, 2007