

**IEEE/PES SWITCHGEAR COMMITTEE
MAIN COMMITTEE BUSINESS MEETING MINUTES
22 May 2008, Orlando, FL**

1. Call meeting to order..... Chairman, Ted Burse
2. Introduction of Members and Guests: 41 Members, 60 Guests, and 7 excused. A quorum was present. See Attachments S08SWGRa1, S08SWGRa2.

THANK YOU! to our Gracious Sponsors for this meeting: **AREVA, COOPER, DUPONT, EATON, G&W ELECTRIC, NEMA, MITSUBISHI, POWELL, and SIEMENS !!!**

THANK YOU! to Bob Behl for making the arrangements!

3. Approval of minutes of Fall 2007 meeting at Philadelphia Bill Long
 - a. Approval moved by Mike Wactor, seconded by R. York, and approved unanimously.
4. Chairman's Report.....Ted Burse
 - a. Overall Attendance: 165 registered; 21 NEW, 65 Companions; 114 for Tues. Lunch; 135 for Wednesday Evening Social.
 - b. Sponsor recognition.
5. Technical Council Report.....Ted Burse
 - a. No meeting, only monthly calls.
 - b. O&P under revision at the TC level which puts ours on hold.
 - c. No Committee reports submitted this year. So the intent is to move to quarterly reports instead of annual reports.
 - d. Invitation to the Joint Technical Committee Meeting:
 - i. The JTCM was determined to be a great success. The meeting rooms, refreshments, reception, and venue were well worth the conference fee of \$120.00. The benefit of having committees meet for coordinated effort was also considered to be a great benefit.
 - ii. TC will encourage individual committees to join the JTCM in the future.
 - iii. **JTCM ACTION ITEM:** All Committees – Report on the JTCM to your committees and suggest that any WG, SC or Administrative Group Consider meeting there if needed.
 - e. Mike Wactor nominated to Chair of the PES Standards Coordination Committee. Mike will continue as the Switchgear PES Standards Coordinator.
 - f. What are the rules for dual sponsorship with other Committees? Ted will be pursuing the answer.
 - g. Committee Scope should be approved in July.
 - h. TCAB report by Jeff Nelson
 - i. Response to PES to meet separately, but have joint WG meetings at the General Meeting.

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- ii. Desire to look at the structure based on industry. What is the need?
 - 1. Nominating someone to join TF. Jeff Nelson nominated and accepted.
- iii. Overlapping of TCs, i.e. GIS, scope overlaps/infringements.
 - 1. Please send any known overlaps to Jeff.
 - 2. Response to Jeff needed by end of May.

- 6. Standards Board and PES Coordinating Committee Michael Wactor
 - a. Action required on existing standards is attached as the Document Maintenance List. Please see ADSCOM attachment S08ADSCOMa4.
 - b. Please go into MyBallot and verify information.
 - c. WG chairs please ensure you are listed as the chair of your project in MyBallot.

- 7. Meetings and Publications Jeff Nelson & Bill Long
 - a. Fall 2008 Meeting: 12-16 Oct 2008 at the Hyatt Regency in Calgary, BC.
 - b. Spring 2009 Meeting: 3-7 May 2009 in Asheville, NC.

Subcommittee Reports

[\[BLUE\] = Separate Sub-Committee Reports are Attached](#)

- 8. Administrative [\[ADSCOM\]](#) Bill Long
 - a. Please use Common Clauses and note when the common clauses doesn't fit.
 - b. Membership process was discussed
 - c. Membership process to be looked at in the O&P
 - d. A new Committee Officer position as Registrar was suggested.

- 9. Education, Recognition & Publications [\[ER&P\]](#) Mietek Glinkowski
 - a. Awards presented.
 - b. Tom Tobin awarded Fellow and a letter from the chair congratulating him.
 - c. Webpage updates for each SC need to be completed on a regular basis.

- 10. High Voltage Fuses [\[HVF\]](#)John Leach
 - a. See minutes attached.

- 11. High Voltage Switches [\[HVS\]](#)..... Alex Dixon
 - a. See minutes attached.

- 12. High Voltage Circuit Breakers [\[HVCB\]](#).....Rich York
 - a. Motion to accept tutorial proceeds sharing funds from PES for three presenters and pay hotel costs for two presenters for two nights by R York.
 - i. Seconded by Bill Long.

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- b. Amended by S Lambert to limit expenditure to amount received from PES, seconded by R Dotson.
 - i. Amendment accepted by R York.
- c. Voted and approved unanimous.

- 13. Low Voltage Switchgear Devices [[LVSD](#)]Doug Edwards
 - a. See minutes attached.
- 14. Reclosers and Other Distribution Equipment [[RODE](#)]..... Steve Meiners
 - a. See minutes attached.
- 15. Switchgear Assemblies [[SA](#)].....Ted Olsen
 - a. See minutes attached.

Liaison Reports

[\[BLUE\]](#) = [Separate Liaison Reports are Attached](#)

- 16. Accredited Standards Committee [[ASC 37](#)].....Ted Olsen
- 17. Short-Circuit Testing Liaison Nations of the Americas [[STLNA](#)] Marcel Fortin
 - a. Report provided by F. DeCesaro for Marcel
- 18. International Council on Large Electric Systems [[CIGRÉ](#)]Roy Alexander
 - a. *Conseil International des Grands Reseaux Electriques*
 - b. M. Glinkowski will be the new US representative to CIGRE SC A3 in August.

Old Business

- 19. Switchgear Committee Scope UpdateTed Burse
 - a. Scheduled to be approved in July

New Business

- 20. MyBallot changes and instructions Matt Ceglia
 - a. Restructured IEEE-SA working group profiles in MyBallot.
 - b. Please go in and confirm your preferences.

Future Meetings

- a. 12-16 Oct 2008 – Hyatt Regency in Calgary, BC.
- b. 03-07 May 2009 – Asheville NC. (Dates are tentative)
- c. We are looking for future locations, so if you would like the IEEE Swgr Committee to come to your city, please contact Ray Capra, Ken Edwards or Bill Long.

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Respectively submitted: 22 May 2008 Ken Edwards, Secretary