

IEEE Power & Energy Society
Switchgear Committee
ADCOM O&P Task Force
05-May-2009

This task force was formed to develop new Organization and Procedures (O&P) for the Switchgear Committee under the guide of the newly approved IEEE-SA Standards Board Baseline Policies and Procedures (P&P). The task force met on Monday, May 5, at 8:00AM. This is the first meeting of the task force.

Since we are not actually creating standards documents, there was no need to review IEEE-SA patents slides.

Attendance:

Attendance is as shown below, with 14 persons in attendance.

Members (Present)		Members (Absent)		Guests	
T. Burse (Chair)	J. Nelson	R. Alexander	S. Lambert	P. Dwyer	A. Patel
K. Flowers	T. Olsen	R. Capra	J. Leach	D. Edwards	J. Toney
M. Glinkowski	D. Sigmon	A. Dixon	W. Long	M. Lafond	R. Warren
A. Morgan	R. York	K. Edwards	S. Meiners	F. Mayle	
		K. Gray	M. Wactor		

Mr. Burse reviewed the directions given by the IEEE-SA regarding new policies and procedures adhering to the new IEEE-SA baseline P&P. The deadline for formal approval by the Standards Board is December, 2010.

We prefer to follow the precedent being established by the Transformers Committee, to the extent reasonable for the differing circumstances of the Switchgear Committee. Mr. Burse will send out the latest draft May 5 for comment, with comments due no later than May 19. He will also send out the IEEE-SA baseline, the Transformer Committee latest draft, the AudCom flow chart, and the AudCom PowerPoint presentation.

The objective is to get a document ready for ballot at the Switchgear Committee meeting in the Fall, in Denver.

The meeting adjourned at 9:15AM.

Report submitted by: T. Burse, TF Chair