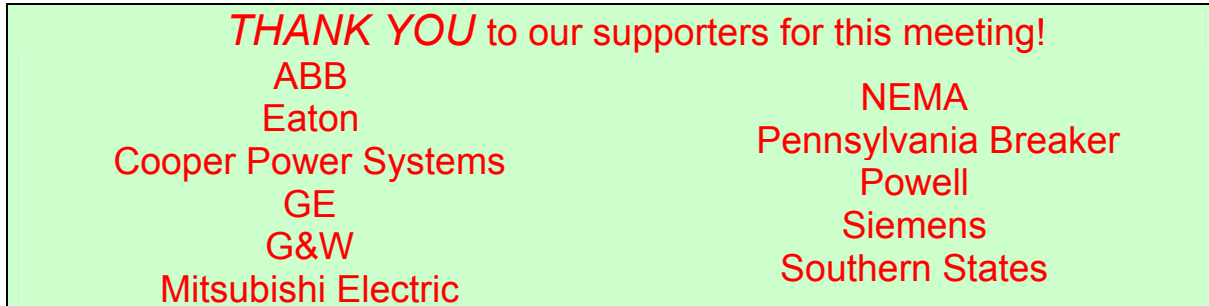


**IEEE/PES SWITCHGEAR COMMITTEE  
MAIN COMMITTEE BUSINESS MEETING MINUTES**

**29-April-2010, Myrtle Beach, SC**

1. Call meeting to order..... Chairman B. Long
  - Called to order at 9:31AM
2. Introduction of Members and Guests, Attendance / Quorum ..... T. Olsen
  - 53 members (including 3 honorary) present out of 69 members, quorum 53/72 (members plus honorary members present) = 74% - quorum requirements met present.



3. Approval of minutes of Fall 2009 meeting in Denver ..... T. Olsen
  - Minutes approved as posted (without changes) (Motion S. Meiners, second J. Nelson)
4. Chairman's Report ..... B. Long
  - All activities going reasonably well
  - We must take action on our operating procedures (O&P) at this meeting.
  - Switchgear Committee Myrtle Beach attendance statistics:
    - 174 registrants
    - 35 guests
    - 25 first timers
    - 130 social
    - 111 luncheon
5. Technical Council (TC) Report ..... J. Nelson
  - Major focus of the TC at this time is the effort to get approved O&P for all committees that work on standards.
  - Hot topics include wind power, smart grid, and others. TC is looking for more practical material in papers presented at conferences. Subcommittees are encouraged to consider offering papers, tutorials, or the like.
6. Technical Council Publications Committee..... K. Edwards
  - We had six papers for the IEEE PES T&D poster session and have four papers for the IEEE PES General Meeting.
7. Standards Board and PES Coordinating Committee..... M. Wactor
  - Action is required in 2010 on the following documents

1247-2005	C37.21-2005	C37.30-1997
C37.34-1994	C37.35-1995	C37.36b-1990
C37.37-1996	C37.48-2005	C37.60-2003
C37.63-2005	C37.66-2005	C37.74-2003
C37.010-1999	C37.012-2005	C37.100-1992

## Subcommittee Reports

8. Administrative.....K. Edwards
  - We need to get new O&P approved by AudCom of the IEEE-SA Standards Board. Accordingly, K. Edwards moved that the Task Force O&P draft be submitted to the Tech Council for approval, and then to the IEEE-SA AudCom for approval, and that authority be granted to B. Long to make changes to the document if required by ADSCOM, Tech Council, or AudCom. No second required since this is a motion from a standing committee. Motion passed unanimously.
9. Education, Recognition & Publications .....M. Glinkowski
  - New honorary members – T. Tobin, R. Puckett
  - Switchgear Committee Distinguished Service Award – G. Montillet
  - Technical Committee Prize Paper Award – J. Leach, D. Gardner
  - Past SC Chair appreciation – D. Edwards, T. Olsen, R. York
  - Past Committee Chair appreciation – T. Burse
  - Technical Committee WG appreciation – C37.41 (J. Leach – chair, and members)
10. High Voltage Fuses..... J. Leach
  - No major actions required.
11. High Voltage Switches ..... A. Dixon
  - No major actions required.
12. High Voltage Circuit Breakers..... R. Sauls
  - Quorum was not present.
  - Significant discussion relative to dual logo numbering issue, but no action due to lack of a quorum. A proposal will be refined and submitted to the subcommittee for consideration.
13. Low Voltage Switchgear Devices ..... P. Sullivan (for K. Flowers)
  - Accepted TF recommendation to increase voltages to 1000Vac, and PARs for revision of C37.13, C37.16, and C37.17 will be submitted.
  - Considered request to modify C37.13 to allow primary disconnect fingers to be located on the cubicle rather than the removable element, but it was decided not to make such a modification.
14. Reclosers and Other Distribution Equipment.....S. Meiners
  - No major action required.
15. Switchgear Assemblies ..... A. Morgan
  - No major action required.

## Liaison Reports

16. ASC C37 ..... T. Olsen
  - Report will be posted with the minutes.
17. High Voltage Test Techniques.....F. DeCesaro
  - IEEE 4 revision ballot has not yet been initiated.
18. STLNA..... F. DeCesaro (for K. Smith)
  - A new STL website is in process. All STL guides will be available for free download.
  - STL has created a standards interpretation request form with which to request an STL interpretation
  - STL MC meeting is being held in Myrtle Beach, sponsored by STLNA.
19. CIGRÉ.....M. Glinkowski
  - Report will be available with the minutes.
  - Proposed new working groups (likely to be approved):
    - A3.2x – Deterioration of aging substation equipment and possible mitigation techniques

- A3.2x – Impact of overstressing of substation equipment

### Old Business

20. Meeting preparation – WG / SC chairs, agenda, roster, AMS, minutes of previous meetings, information for booklet ..... T. Olsen
- Each subcommittee chair is responsible for submitting requests for meeting time slots to the Committee Secretary, and groups (WGs or TFs) that report to ADSCOM must submit requests to the Committee Secretary.
  - We have a limited number of meeting slots and meeting rooms, and no guarantee is made that we will always be able to meet everyone's demands.
  - Minutes will be posted earlier – minutes are due to the Committee Secretary within 2 weeks (i.e., by May 15).
  - Minutes will be converted to .pdf for posting.
  - Do not submit Excel spreadsheets for posting. Files for interactive work should not be submitted for posting (this is highly discouraged).
  - When files are sent for posting, the secretary will respond back acknowledging receipt – if you do not get a response back, assume that the transmittal did not get through.

### New Business

21. Documents for “Graphic Symbols” (from ADSCOM) ..... T. Burse
- See discussion and motion in the Administrative SubCommittee (ADSCOM) section.
  - T. Burse moved (S. Meiners seconded):
    - Move to form an Ad Hoc to study the feasibility of adopting the following documents from the recently disbanded SCC11 into the IEEE PES Switchgear Committee:
      - 315-1975 (R1993) Graphic Symbols for Electrical and Electronics Diagrams (including Reference Designation Letters)
      - 315A-1986 (R1993) Supplement to Graphic Symbols for Electrical and Electronics Diagrams
  - Motion passed with one abstention.
  - T. Burse volunteered to chair the Ad Hoc. It is hoped that a recommendation could be available for the Fall meeting. This Ad Hoc would be assigned to ADSCOM.
22. Meeting Planning Task Force (future Switchgear Committee meetings) .... K. Edwards (for L. Farr)
- Fall 2010 -- (26-30 Sept 2010) – Las Vegas - Tropicana
  - Spring 2011 -- (15-19 May 2011) – Orlando – Disney Contemporary
  - Fall 2011 – considering Nashville, or San Antonio, or ...
  - Maybe we should come to YOUR city??

We are looking for future locations, so if you would like the IEEE Switchgear Committee to come to your city, please contact:

Larry Farr, Ted Olsen, Ken Edwards, or Bill Long.

### Adjournment

23. The business of the committee being completed, the meeting was adjourned at 11:00AM with no objections.