

Switchgear ADSCOM Meeting Minutes

19 May 2011, Lake Buena Vista, FL USA

Thursday, 19 May 2011

INTRODUCTIONS AND ATTENDANCE Chairman Ted Olsen

- Meeting called to order 7:06am. Introductions were not done.

AGENDA APPROVAL Ted Olsen

- Agenda reviewed with minor updates.
- Agenda approved.

SUPPORTER RECOGNITION Ted Olsen



MINUTES FROM FALL 2010 MEETING Paul Sullivan

- Corrections, comments, approval
 - No changes to minutes from F2010. Motion made to approve. It was seconded. It was approved unanimously.

SUBCOMMITTEE REQUESTS to ADSCOM

- Education, Recognition & Publications Mietek Glinkowski
 - Requested subcommittees to promote doing technical presentation/tutorial during subcommittee meetings.
- High Voltage Fuses John Leach
 - Working on final version of C37.48.1. Could update tutorial for that document and present to group.
- High Voltage Switches Carl Reigart
 - Reaffirmation on IEEE 1247. Balloting there are several technical comments on the document so reaffirmation would be difficult.
 - Motion – HVS Subcommittee moves that the interrupter switch content currently in IEEE1247 remains the responsibility with the HVS Subcommittee with exception of the subject matter taken into the capacitor switching document being prepared in the Task Force working on C37.100.2. Some discussion was held. Motion passed with one negative vote.
 - Motion – HVS Subcommittee moves that the relevant content of IEEE 1247 be incorporated into a new document numbered C37.30.4. Motion passed unanimously.
- High Voltage Circuit Breakers Rod Sauls
 - HVCB had a request from Substation Committee to joint sponsor revisions to GIS documents C37.122.1 (App Guide) and C37.122.3 (Spec Guide). No objection given for HVCB to do joint sponsorship of revisions to Substation Committee documents.
- Low Voltage Switchgear Devices Keith Flowers
 - No items for ADSCOM.

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- Reclosers and Other Distribution Equipment Steve Meiners
 - Requested a PAR extension for C37.74. Already out for ballot.
 - Existing PAR C37.68 (Distribution Controls). Motion made to withdraw PAR and bring back to Task Force to continue discussions on work for that document.
 - Chris Ambrose is back and is Secretary for RODE.
- Switchgear Assemblies Anne Morgan
 - Substations standard IEEE 693 (seismic) infringes on Switchgear Committee scope. If Substation Committee requests PAR, SA requests that we request co-sponsorship of the document. Ted Olsen will monitor IEEE 693 status, and watch for a submittal of a PAR request to IEEE-SA Standards Board.

STANDARDS COORDINATOR UPDATE

- Standards Report / Actions for ADSCOM Michael Wactor
 - There have been questions on how to address quantifying terms in the title of a document (such as voltage ranges or the term “medium-voltage”). The Standards report to ADSCOM includes information on how to handle this. A brief summary of the requirements was read.
 - See S11ADSCOMa2 document.
 - Matt Ceglia is no longer our IEEE-SA liaison. He has been promoted to a different position within IEEE. Erin Spiewak (Program Manager – Technical programs) is our interim liaison. e.spiewak@ieee.org 732-465-7806
- Standards status by sub committee (update) Michael Wactor
 - Some Switchgear Committee documents are on the administrative withdrawal list. List of documents read by Wactor. Many of the documents on the list are currently being worked on and will not be withdrawn. Some Switchgear Committee PARs are on the list to be withdrawn at the end of the year so some action needs to be taken for those PARs.

PES [POWER & ENERGY SOCIETY] – UPDATES

- Technical Council Bill Long and Ken Edwards
 - Edwards – At Winter meeting, they finalized the Super Sessions for the General Meeting in Detroit.
- TCPC (Technical Committee Program Coordinator)..... Steve Meiners
 - Three papers were submitted and two were approved.

ADSCOM WORKING GROUP REPORTS

- C37.100 Definitions Michael Wactor
 - Update on proposal to convert C37.100 to “Compendium of Terms” or “IEEE 100” or “Definitions Data Base” – Switchgear Committee was beta site.
 - Document still in limbo until a decision is made what to do with the document.
 - The following information was provided by Ted Olsen after the meeting per a request made during the ADSCOM meeting.
 - The correct title for the document is IEEE Standards Dictionary: Glossary of Terms & Definitions
 - In definitions clause, the proper language is: “For the purposes of this document, the following terms and definitions apply. The IEEE Standards Dictionary: Glossary of Terms & Definitions should be referenced for terms not defined in this clause.”
 - Proper form for the footnote on the availability of the dictionary is: “The IEEE Standards Dictionary: Glossary of Terms and Definitions is available at <http://shop.ieee.org>.”

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- Additional information with respect to definitions: from IEEE-SA Style Manual
 - c) IEEE-SA Definitions Database
 - 1) All terms defined in IEEE-SA approved standards are automatically included in the IEEE-SA Definitions Database, which is updated on a regular basis.
 - 2) Any terms that WGs, Committees, or Societies use within their group that are intended for inclusion in the IEEE-SA Definitions Database must be written into drafts that go for ballot and SASB approval.
 - 3) The IEEE-SA Definitions Database is a complimentary tool made available to WG chairs and technical editors [dictionary.ieee.org/dictionary_welcome.html].¹⁴ Other standards developers can either purchase the 2009 IEEE Standards Dictionary: Glossary of Terms & Definitions CD-ROM via IEEE Shop [standards.ieee.org/standardspress/titles/dictcdrom.html] or, with an IEEE Standards Online subscription, access IEEE 100-2000 PDF via IEEE Xplore [ieeexplore.ieee.org/Xplore/guesthome.jsp].
- C37.100.2 Capacitor Switching Common Clauses Neil McCord
 - Only had 2 people at first part of meeting due to conflicts with other groups. Good progress made. Second part of meeting, with C37.66 WG members, was much more productive.
 - See S11ADSCOMa3 document.
- C37.302 Fault Current Limiters..... M. Steuer
 - 29 attendees. Developed new draft document. Good interaction with CIGRE Working Group. Made good progress. Expect to be ready for ballot for Spring 2012. PAR expires in 12-2014.
 - See S11ADSCOMa4 document.
- Switchgear Committee Operating Procedures..... Bill Long
 - Discussed concerns with O&P manual at IEEE-SA AudCom. Learned that AudCom only audits procedures and policies with standards development. Other items in draft document, such as paper development, are not required per AudCom. We requested that PES have one document for policies and procedures related to Standards. Switchgear Committee has created a draft (Jeff Nelson and Bill Long) for Standards development to be reviewed, edited, and used as a model for all PES Committees. All PES sponsors received a 2 year extension and now have to the end of 2012 to complete this work. A separate procedure will be written for items not related to standards development.
 - Meeting Planning Working Group Larry Farr
 - Future Switchgear Committee Meetings
 - Fall 2011 (9-15 Oct) Loews Vanderbilt Hotel, Nashville, TN USA
 - Spring 2012 (28 Apr - 4 May) Tradewinds Island Grand Resort, St. Pete Beach FL USA
 - Fall 2012 (Tentative) San Diego, CA USA
 - Spring 2013 (Tentative) Galveston, TX USA, San Luis Resort.
 - Should we come to YOUR city??

OLD BUSINESS

- Joint Sponsors with TX Comm. & RODE C57.12.30 & .31 Steve Meiners
 - Each document is published.
- Dual Logo Joint IEEE WG-PC37.60 / IEC MT-47 62271-111 Dave Stone
 - Project is moving forward. Ballot approved. Discussing at IEC meeting in October.
- Dual Logo ballot for C37.016 (HV Circuit Switcher Standard).....Pete Meyer

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- No longer to be dual logo. PAR change to be submitted to delete joint development.
- Joint WG with Substations C37.122 – C37.38 GIS.....J. Brunke, J. Nelson, D. Sharma
 - C37.122 has been published.
- Joint WG with Transformers C57.142 CB-System-Transformer interaction.....Steve Lambert
 - Has been published.
- Transformers C57.16 shunt reactors and TRVJeff Nelson
 - Ken Edwards – Sent for recirculation ballot.
- IEEE Email Alias..... Paul Sullivan
 - Please sign up for, and use, an IEEE alias email address for Switchgear Committee work. Sign up for your address at: <http://eleccomm.ieee.org/>.

NEW BUSINESS

- Funding of CIGRE meeting space/activities at Switchgear Committee meetings....Ken Edwards
 - CIGRE and other joint groups typically meet and work on Thursdays and Fridays during the same week of our Switchgear Committee meetings. They don't pay registration fees due to structure of those organizations. Often those fees are covered by some corporate supporters for those groups but that support is not always guaranteed. Discussion held as to whether the costs for these groups should be incorporated into the budget for these meetings or should the groups be forced to find support. Suggestion to include support opportunities for these groups as part of AMS system.
- Inclusion of personal information in meeting minutes Paul Sullivan
 - Meeting minutes and other committee documents that get posted to the web site are public information.
 - Do not include personal contact information in minutes or other documents. You can only post a person's name and company affiliation.
- Main Committee – Requirements to become a member.....Ken Edwards
 - Must have attendance and meeting participation. Attendance is easy through participation sheets. Need information from Subcommittees about who is an active member and available for consideration for the Main Committee.
- UHV PARs.....Ken Edwards
 - Ken provided an overview of the UHV PAR process. See the documents provided with the Main Committee meeting minutes.
- PES Resource Center Jeff Nelson
 - Developed at PES level. They want technical material from Committees and Working Groups to get posted to the PES Resource Center. Desire to have items that are free to PES members and not just items that are provided at a cost.
- Distinguished Service Award – Matt Ceglia Ted Burse
 - Invited to participate with Transformers Committee
 - Motion from Burse – Request Switchgear Committee to work with Transformer Committee to provide this award to Matt. John Leach second. Passed unanimously.
- Group task forces, discussion groups, and PAR developmentRoy Alexander
 - Sometimes Discussion Group is used by some groups working without a PAR instead of Task Force. So it appears differently on the schedule. Schedule should be showing the document number and either TF (Task Force) or WG (Working Group). Our O&P documents should give our preferred term, and we should all use consistently.
- C37.100.1 Dave Stone
 - C37.100.1 was released in 2007. IEC launched their revision of their common clauses document. Motion from Stone – ADSCOM create a Task Force to start revision of

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C37.100.1. Seconded by Larry Farr. Unanimously approved. Motion to have Dave Stone lead Task Force. Seconded by Larry Farr. Unanimously approved.

- ACTION – SC Chairs PLEASE update (by June 3, 2011):
 - SC Standards status list
 - SC meeting minutes and WG minutes
 - SC Web Pages
 - Officer rotation / changes
 - Booklet Information
 - Meeting Room Requests
 - AMS Changes and Additions

FUTURE PES MEETINGS

- None discussed.

ADJOURN

- Motion made to adjourn, seconded, approved.
- Meeting adjourned at 8:45 AM.