

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

**Nashville, TN USA**

**Thursday, 13 October 2011**

1. Call meeting to order ..... Chairman Ken Edwards
  - Meeting called to order at 9:30am.
2. Introduction of Members and Guests, Attendance / Quorum .....Ken Edwards
  - Rosters passed out for signatures. Introductions made by all in attendance with their name, company, and affiliation.
  - Committee members raised hands and were counted to check for quorum. Quorum was present.
3. Agenda Approval .....Ken Edwards
  - Motion made to approve by Larry Farr. Steve Meiners seconded the motion. Approved unanimously.
4. Approval of minutes of Spring 2011 meeting at Orlando .....Ken Edwards
  - Motion made to approve by Ted Burse. Larry Farr seconded the motion. Approved unanimously.
5. Supporter Recognition.....Ken Edwards
  - Recognition provided to all support companies.

<b><i>THANK YOU</i></b> to our supporters for this meeting!		
<b>ABB Inc.</b>	<b>Alstom Grid Inc.</b>	<b>Cooper Power Systems</b>
<b>Eaton Corporation</b>	<b>G&amp;W Electric Company</b>	<b>HICO America</b>
<b>Mitsubishi Electric Power Products Inc.</b>	<b>NEMA</b>	<b>Powell Industries Inc.</b>
<b>S&amp;C Electric Company</b>	<b>Schneider Electric</b>	<b>Siemens</b>
<b>Southern States</b>		

6. Switchgear Committee Membership .....Ken Edwards
  - Two new members were recognized – Francois Soulard, Jim Swank.
  - Dave Kumbera – April 12, 1934 – September 10, 2011, Past Committee Chair
7. Chairman’s Report .....Ken Edwards
  - Attendance at this meeting is 199. Orlando in Spring 2011 was 209. Good growth in participation is continuing. We had 40 Companions and 23 new attendees.
  - See Chairman’s Report for additional information.
8. Switchgear Committee Financial Report..... Paul Sullivan
  - Passed 2010 financial audit. Currently have enough funds for the Committee to meet financial needs, but expenses will continue to grow due to larger meeting facilities and funding from corporate supporters varies between meetings. Good budgeting process in place to help manage costs.
9. Standards Board and PES Coordinating Committee ..... Michael Wactor
  - Covered in AdsCom.
10. Technical Committee Program Coordinator (TCPC)..... Steve Meiners
  - John Leach in HVF will be giving presentation at T&D Show.

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**Subcommittee Reports**

11. Administrative (AdsCom) ..... Ted Olsen
  - Nothing to report.
12. Education, Recognition & Publications ..... Mietek Glinkowski
  - Considering idea to invite a CEO or other high ranking person of a utility near the next meeting location to come and talk at next Tuesday luncheon.
  - Discussed paper review process. Decided to have two editors to coordinate paper reviews and divide paper review responsibilities between those individuals.
  - Discussed elevating participants at our meeting to IEEE Senior membership level. A relatively small number of those in the Main Committee meeting are currently an IEEE Senior member. Planning to have process at the next meeting to help facilitate this effort.
  - Request made during a later part of this meeting to provide information on technical presentations planned for our next meeting so they can be publicized more effectively.
13. High Voltage Fuses ..... John Leach
  - Report from WG on Rev Fuse Spec Standards has completed work on C37.47. Took six documents from NEMA and bring them into IEEE and review, update, and publish those documents.
14. High Voltage Switches.....Carl Reigart
  - PC37.30.1 is out on second recirculation ballot. Will be promoting that to RevCom for approval. 500+ comments on initial ballot.
  - PC37.30.2 should be ready for ballot in 2012.
  - PC37.30.3 and PC37.30.4 have PARs submitted.
15. High Voltage Circuit Breakers ..... Rod Sauls
  - First subcommittee meeting format which included technical presentation. Presentation was well received.
  - Bill Bergman is stepping down as Quality Working Group Chair after many years of service in that role. Thank you to Bill for his excellent service. Dave Mitchell and Mike Crawford will become Chair and Vice-Chair.
16. Low Voltage Switchgear Devices..... Keith Flowers
  - C37.14 had PAR approved.
  - C37.13a had recirculation ballot initiated.
  - C37.17 will be submitted to RevCom for approval.
17. Reclosers and Other Distribution Equipment..... Steve Meiners
  - Had tutorial at the Subcommittee meeting at start of meeting.
  - Several Working Groups and Task Forces doing standards work.
18. Switchgear Assemblies ..... Anne Morgan
  - Very active Subcommittee with numerous open PARs and some documents being balloted.
  - C37.24 (solar) was considered for dual logo document at last revision but was not accepted by IEC. At this time IEC personnel are interested in making this a more global document. Larry Farr will discuss this with the appropriate IEC personnel during an upcoming meeting. Document could stay an IEEE Standard or could become a dual logo standard.
  - Anne Morgan has completed term as Subcommittee Chair. Jim Smith will become Chair. Doug Edwards will become Secretary.

**Liaison Reports**

19. ASC C37 ..... Ted Olsen
  - All C37.5x documents have been reaffirmed in 2010. A ballot for revision of C37.50 was initiated for a revision to C37.50 to bring it into alignment with C37.13-2008. The first ballot failed, and ballot comments were reviewed by the working group in its Fall meeting at NEMA, as well as by E-Mail following the actual ballot closing in September, 2011. A

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recirculation ballot was initiated October 12, with the ballot scheduled to close November 14, 2011. Documents are available for free from the NEMA website ([www.nema.org/stds](http://www.nema.org/stds)). Search for "C37" standards.

20. High Voltage Test Techniques .....Frank DeCesaro
- IEEE 4 in process of being set-up for balloting.
21. STLNA..... Kirk Smith
- New laboratory (Alstom Grid) joined.
  - Officers elected to serve an additional term.
  - Working on several technical issues.
  - Will undertake writing of writing a recloser testing guide.
  - Shunt calibration project under way.
  - Dues are collected from each member laboratory to help fund STLNA activities.
22. CIGRÉ..... Mietek Glinkowski
- Presentation provided concerning CIGRÉ activities.

**Old Business**

23. Switchgear Committee Operating Procedures..... Bill Long
- No additional information.

**New Business**

24. IEEE Presentation for Reaffirmation/Stabilization Policy Change ..... Erin Spiewak
- Presentation provided by Erin.
25. Delegation vs. Consent Agenda for Standards Development Progression ...Ken Edwards
- New P&P is issued for Main Committee. A question was raised concerning what the Subcommittees are allowed to do concerning managing the standards revision process (PAR creation, ballot group forming, etc.). Main Committee is listed as the actual Sponsor document. Per Erin Spiewak and SA, we can allow Subcommittees to manage the standards development process, but it is recommended that those Subcommittees have that function listed in their P&Ps. Other Committees (NesCom, RevCom) use consent agenda process to manage non-controversial items. One benefit of using consent agenda is to have all standards related items are listed in one location, which makes it easier for Michael Wactor and others to find information on all standards action in one place.
  - Motion was made by Ted Burse to have Switchgear Committee adopt consent agenda process for validation of Subcommittee Activities. Seconded by Larry Farr. Discussion: using Main Committee would help ensure Roberts Rules is not always followed strictly in Subcommittee meetings. – request for submittal to approve PARS, request for approval to start ballot process.
  - Concern expressed about possibly delaying standards process by requiring Main Committee approval for initiation of ballot.
  - Question asked about how AdsCom documents fit in this process. They are a Subcommittee and would follow the same document approval process.
  - Much other discussion held.
  - Amended Motion: Main Switchgear Committee to adopt a consent agenda process for reviewing and approving creation of PARs and the initiation of ballot process for standards. Approved by initial motion seconder (Larry Farr). Motion passed unanimously.
  - Decision made to move to other items on the agenda due to lack of time.
  - Ken Edwards made a request to see if anyone had objections with PARs brought forth to committee earlier. None expressed. Ken to approve PARs identified above.

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26. UHV PARs .....Ken Edwards
- No additional information provided.
27. Future PES Meetings of Interest .....Ken Edwards
- Refer to: <http://www.ieee-pes.org/meetings-and-conferences/calendar/annual-view>
  - PES Joint Technical Committee, Jan 8-12, 2012, Garden Grove, CA, USA
  - PES Transmission & Distribution Conference and Exhibition, May 7-10, 2012, Orlando, FL, USA
  - IEEE PES General Meeting, July 22 - 26, 2012, San Diego, CA, USA
28. Future Switchgear Committee Meetings..... Larry Farr
- Spring 2012 (28 Apr – 4 May) Tradewinds Island Grand Resort, St. Pete Beach FL USA
  - Fall 2012 (1 Oct – 4 Oct) Catamaran Hotel, San Diego CA USA
  - Spring 2013 (28 Apr – 3 May)Galveston TX USA
  - Contact Larry Farr if you have any specific meeting location suggestions.
29. Adjourn.....Ken Edwards
- Motion made and seconded to adjourn. Approved unanimously.