

Switchgear ADSCOM Meeting Minutes

St. Pete Beach, FL USA

Thursday, 3 May 2012

The chairman called the ADSCOM meeting to order at 8:07 AM.

INTRODUCTIONS AND ATTENDANCE Chairman Ted Olsen
Bill Long, acting secretary, noted that 16 of the 21 ADSCOM members are present and that does constitute a quorum. Also there are 22 guests.

AGENDA APPROVAL Ted Olsen
Approval of the agenda was moved by Michael Wactor and seconded by Steve Meiners. One correction was noted: James Smith is now Chair of the Switchgear Assemblies subcommittee. Ken Edwards requested that a new agenda item be added under "New Business" to discuss difficulties with the new P&P manual: [There are areas where the P&P does not reflect process we follow.]. The revised agenda was then approved unanimously.

SUPPORTER RECOGNITION Ted Olsen
Mr. Olsen expressed the sincere gratitude of the Committee for the generous support offered by the following supporters:

ABB Inc.	Alstom Grid Inc.	Cooper Power Systems
Eaton Corporation	G&W Electric Company	General Electric
HICO America	Mitsubishi Electric Power Products Inc.	NEMA
Powell Industries Inc.	S&C Electric Company	Siemens
Schneider Electric	Southern States	

MINUTES FROM FALL 2011 MEETING Ted Olsen
The approval of the minutes from the Fall 2011 meeting was moved by Ted Burse, seconded by Michael Wactor, and approved unanimously without comment.

Ken Edwards noted that there has been a recent change in the Meeting Registration form to clarify how to make a financial contribution to support the Committee.

SUBCOMMITTEE REQUESTS to ADSCOM

The subcommittee chairs gave oral reports including the items noted below, and where additional details were needed, also submitted the written reports which are attached to these minutes.

- Education, Recognition & Publications Mietek Glinkowski
- High Voltage Fuses John Leach

John Leach requested that the approval of a PAR to combine and condense several of the standards in the C37.40 series into a single document, be added to the consent calendar in accordance with the approved P&P manual. Ken Edwards pointed out that since this new PAR is not to be submitted immediately, it did not need to be added to the consent calendar now.

- High Voltage Switches Carl Reigart
- High Voltage Circuit Breakers Rod Sauls

Rod Sauls noted that IEEE Std. 1325 should now be withdrawn since it has been included in the current approved edition of C37.10-2011.

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Low Voltage Switchgear Devices Keith Flowers
Keith Flowers noted that a new PAR is needed to revise C37.13. Content of C37.16, Preferred Ratings for AC Low-Voltage Power Circuit Breakers is to be included in the revision of C37.13, and the content for DC circuit breakers will be included under the existing PAR to revise C37.14. Since all of the contents of C37.16 are to be moved to either C37.13 or C37.14, the existing PAR to revise C37.16 is no longer needed, and will be withdrawn.

- Reclosers and Other Distribution Equipment Steve Meiners
- Switchgear Assemblies Jim Smith

STANDARDS COORDINATOR UPDATE

• Standards Report / Actions for ADSCOM Michael Wactor
Michael Wactor noted that the IEEE-SA rules have changed. Standards can no longer be “reaffirmed”, but remain effective for 10 years after approval. This means that all approved Switchgear standards will remain in effect until at least 2018, unless withdrawn by request or revised earlier. Standards may be “revised” at any time before the 10-year period ends, but if they are not revised within the 10-year period, they are administratively withdrawn automatically. There can be no extension of the 10-year period. It was noted that some Switchgear standards have required 5 years to revise, and therefore subcommittee chairs were advised to plan accordingly.

• Standards status by sub committee Michael Wactor
Michael Wactor noted several switchgear standards presently under revision (please see the effected documents listed in Mr. Wactor’s report attached to these minutes.) **require action** to be approved by IEEE-SA before 31 December 2012. He further pointed out that in order to **meet this deadline, affected Working Groups must complete their required actions by 15 October** to give the standards board time to approve the action.

ADSCOM WORKING GROUP REPORTS

The ADSCOM working group chairs gave oral reports including the items noted below, and where additional details were needed, also submitted written reports which are attached to these minutes.

• C37.100 Definitions Michael Wactor
Michael Wactor noted that C37.100 (Definitions) remains valid until 2018. After that, it will be withdrawn administratively, automatically, because it has become impossible to “maintain” this document. The definitions will be available from IEEE. For further information, please refer to Mr. Wactor’s report.

• C37.100.1 Common Requirements for HV Power Switchgear Dave Stone
Now that working groups have had the opportunity to use C37.100.1, Dave Stone is seeking specific input from working group chairs for additions or revisions to the existing text.

• C37.100.2 Capacitor Switching Common Clauses Neil McCord

• C37.302 Fault Current Limiters (Frank Lambert for) Mischa Steurer

• Switchgear Committee Operating Procedures Bill Long
Ken Edwards reported that a difficulty had developed in applying the new Switchgear P&P manual. Erin Spiewak outlined the difficulty in detail, and possible solutions were suggested during a special general meeting during breakfast on Tuesday. (Please see a copy of Erin’s presentation attached.) ADSCOM will discuss the situation under “New Business” and appropriate action will be taken during the meeting of the Switchgear Committee later this morning.

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- Meeting Planning Working Group..... Larry Farr
Larry Farr reported that the following dates and locations have been contracted for future meetings of the Switchgear Committee:
 - Fall 2012 (1 Oct – 4 Oct) Catamaran Hotel, San Diego, CA USA
 - Spring 2013 (29 Apr – 2 May), The San Luis Conference Center, Galveston, TX USA
 - Fall 2013 (16 Sep – 19 Sep), Hilton Palacio del Rio, San Antonio, TX USA
 - Spring 2014 (5 May – 8 May), Disney Contemporary Hotel, Orlando, FL USA

Here it was noted that Paul Sullivan, although he was not able to be with us in person this time to enjoy the fruits of his labor, did a superb job with the planning and organizing of the meeting. Applause following made it clear that there was general agreement and gratitude among all present.

OLD BUSINESS

- ~~Transformers C57.16 shunt reactors and TRV..... Ken Edwards~~
[Item removed per Ken Edwards: the concerns about C57.16 were resolved at the last meeting.]
- IEEE Email Alias..... Ted Olsen
Ted Olsen reminded everyone: Please sign up for, and use, an IEEE alias email address for Switchgear Committee work. Sign up for your address at: <http://elecomm.ieee.org/>.

NEW BUSINESS

- PES Resource Center Jeff Nelson
Jeff Nelson asked members of the Committee please to be mindful of technical material that would be suitable for posting on the IEEE PES Resource Center (Web site). White papers, Tutorials, and Presentations given during our meetings, that others outside of Switchgear may not be aware of, but could find to be of great benefit. It was noted that several such items are already available on the Switchgear Committee website. However others noted that there could be some people who do not know about the Committee website, who might be able to find the material of interest if it were available on the PES as well.
- Members were kindly reminded PLEASE to remember the following:
ACTION – SC Chairs PLEASE send updates to Paul Sullivan by May 18, 2012.
 - SC Standards status list
 - SC meeting minutes and WG minutes
 - SC Web Pages
 - Officer rotation / changes
 - Meeting Booklet Updates – send any change to Paul as soon as you know the change
 - Meeting Room Requests – please let Paul know **whether or not** there is any change
- [New item added to agenda as the request of Ken Edwards] Discussion of changes needed in P&P to avoid unnecessary delays in standards development process. Refer to Erin Spiewak's Power Point Presentation (copy attached), which she gave at Tuesday morning's breakfast to suggest some possibilities for our response. Changes proposed and to be addressed by the Switchgear Committee later this morning, are because the approved P&P requires the Committee to vote for the following activities:
 - to approve a project,
 - to submit a PAR and
 - to initiate a ballotall require a Vote in the Main Committee.

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[Here the acting secretary noted that the P&P is now written in accordance with the mandatory guidelines given by AudCom. These changes are to revise the P&P so we may continue to operate as we have in the past.] Please see attached text from Ken Edwards for details. John Leach made a motion ADSCOM to approve Ken's suggestion and forward it to the Switchgear Committee for action. Steve Lambert seconded. 15 members voted in favor; there were no negatives and no abstentions. [Secretary's Note: Two people who were present earlier and presumably had left the room did not vote, but 15 of 21 still constitutes a quorum, and the vote is valid.]

FUTURE PES MEETINGS OF INTEREST

- Refer to: <http://www.ieee-pes.org/meetings-and-conferences/calendar/annual-view>
- 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

ADJOURN

- No later than 9:00AM.

At 9:03 AM Michael Wactor moved we adjourn. That was duly seconded by several individuals, and passed with a voice vote. Neither opposition nor abstention was heard. Mr. Olsen declared the meeting closed.

Respectfully submitted by

Russell (Bill) Long, Acting Secretary