Solid Dielectric Task Force

October 1st, 2012, San Diego, CA



Chair: Francois Soulard **Vise Chair**: Chris Ambrose **Secretary**: Frank DeCesaro

Meeting Minutes

1. Call to order and introduction:

The meeting was called to order at by Chair Francois Soulard. Co-Chair is Chris Ambrose. Secretary is Frank DeCesaro. The roster was distributed and all attendees introduced.

2. Roster Check:

There were 13 members and 23 guests present for the meeting. The list of members and guests is on the AMS system.

3. Previous Meeting Minutes

- Francois Soulard presented the previous meetings minutes and reviewed the recommendation from that meeting. He asked for feedback.
- The recommendation matches the goals and the assigned tasks. The RODES subcommittee has supported that recommendation.
- Motion by Frank Muench: To accept the proposal listed in the past meeting minutes and move on
 with the actions to accomplish that. Seconded by Nenad Uzelac. Vote by hands of members was all
 yes, no nays and no objections.

4. Project Status and Timeline:

Since last meeting (Spring 2012; St Pete Beach) additional information were added.

The document have been adjusted to more reflect the scope and simplify the consultation;

- Introduction
- Scope and definition
- Material
- Environmental conditions
- Testing solid dielectric materials and components
- Standards referring to Solid dielectric insulation
- References
- Conclusions and recommendations
- Annexes

The annexes regroup information that was identified important by members and can help the reader on the subject of solid dielectric insulation.

The proposal from last meeting was:

The Solid Dielectric Task Force recommends to the RODE Subcommittee taking into consideration the different information collected in the report. This information may then be applied by others standards.

5. Meeting Highlights

- Sections of the report were reviewed.
 - Sections 1 to 4 completed.
 - Sections 9 to 12 will be annexes.
 - Sections 5 to 7 are commented. Francois Soulard will ask RODE to see if they can get a copy
 of the CIGRE report(s) because he cannot hand out.
 - Section 8 Conclusion and Recommendations. Francois Soulard to submit the proposal to the members by the end of October and ask for response by end of November. No response will be assumed to be acceptance of the recommendations.
- At the next meeting of RODE (Fall 2012), Francois Soulard will give a general overview of the contents of the report and make a recommendation. Francois Soulard will then get information out to the members for the entire document based on what RODES gives time for.
- It was suggested that a spreadsheet table be used for comments on the whole document to make review easier.
- Chris Lettow, Jerry Baskin, Peter Glaesman are guests that would like to comment on the whole document. François Soulard accept comments from them.
- Email balloting of the document will occur once all comments and changes are made.

6. Assignments and Target dates:

Francois Soulard: (volunteers are welcome)

- December 2012; get a copy from IEEE of the following CIGRE reports; #255, 481 and 366.
- November 1st,2012; to finalize the translation of sections and transcription of pasted text. I will need assistance to adjust references in the text.
- November 1st,2012; to submit to SDTF members the report to comment (excel sheet); comments are required for February 1st, 2013
- November 1st,2012; propose to member report conclusion and recommendation test for approval; answers are required for December 1st. 2013.
- Tentatively March 1st, 2013 to April 1st, 2013; to resolved issues and fixe the report.
- April 1st,2013; transmit to RODE and distribute to members the final report.
- April 29th, 2013 IEEE Spring meeting; end of Solid dielectric task force.

7. Next meeting:

S2013 - April 28 - May 2, 2013
 The San Luis Resort, Galveston, TX

8. Meeting adjourned at 10.44 AM

Membership:

Members	Last Name	First name	Affiliation	Fall 2012
Chair	Soulard	François	Hydro-Quebec	Х
Vice-Chair	Ambrose	Chris	Federal Pacific	Х
Secretary	DeCesaro	Frank P.	Cooper Power Systems	Х

М	Befus	Craig	BC Hydro	X
М	Bonner	Antone	Cooper Power Systems	Х
М	Geiger	Jeff	T&B	Х
М	Heinrich	Christian	Siemens	Х
М	Jankowich	Edward	Jankowich Consulting LLC	Х
М	Labianco	Michael	G&W Electric	E
М	Muench	Frank	Cooper Power Systems	Х
М	Parker	Don	Alabama Power	А
М	Putman	Larry	Powell Industries	Х
М	Royster	Tim	Dominion Virginia Power	E
M	Schoonenberg	Gerard	Eaton	Х
М	Taylor	Tim	Thomas & Betts	E
М	Uzelac	Nemad	G&W Electric	Х
М	Walter	Bill	We Energies	Х

X- present, E-excused, A-absent

Attendance

⊠ Adjawu John Paul Southern California Edison ☑ Agliata Peter Hubbell Power Systems ☑ Bardoo Enoch Trayer Engineering Corporation ☑ Baskin Jerry Federal Pacific (Division of Electro-Mechanical Corp.) ☑ Befus Craig BC Hydro ☑ Behl Robert ABB ☑ Behl Robert ABB ☑ Chang Samuel Pacific Gas & Electric Co Chang Samuel Pacific Gas & Electric Co Chen Steven Chenhouse North America ☑ Chen Steven Chenhouse North America ☑ Chen Steven Chenhouse North America ☑ Cher Steven Chenhouse North America ☑ Cher Steven Chenhouse North America ☑ Cher Steven Chenhouse Robert Systems ☑ Chelcar ABB Facific Gas & Electric Co ☑ Chelcar ABB	Attended	Last	First	Company
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