

RODE Controls for Distr.Equip.Task Force

October 1st, 2012, San Diego, CA



Chair: Nenad Uzelac **Vice Chair:** Francois Soulard **Secretary:** Craig Befus **Webmaster:** Mark Feltis

Meeting Minutes

1. Call to order and introduction:

The Controls for Distribution Equipment Task Force meeting was called to order at 3:50 PM by the Chair, Nenad Uzelac. Attendees introduced themselves.

2. Roster Check:

23 new members, 2 corresponding members and guests registered on the attendance sheet. 3 excused members and 1 absent.

3. Previous Meeting Minutes

- This was the kick-off meeting for the new Task Force. Meeting minutes from Spring 2012 meeting accepted.
- The chair presented a brief history of this Task Force / Working group, ending with Spring 2012 RODE decision to carry the work as a New Control Task Force.

4. Project Status & Timeline

- The chair reviewed the TF scope and deliverables.
- The objective of this task force will be to complete the technical report "*Design considerations for Microprocessor Based Controls for Distribution Padmount and Pole-mount Switchgear from 1kV to 38kV*" and submit to RODE in spring 2015

5. Meeting Highlights

- The chair then presented the draft outline of the technical report, and the chapter leads for each section. A few modifications were made to the original scope and Technical Report outline
 - The chair took a straw poll on including controls in dry vault, wet vault, or to exclude these installation types. Results were 13 desired to include dry vault, 9 desired to include wet vault, 3 desired to exclude both.
 - "Human Factors" was added as a section to capture considerations of public and worker interaction with the control.
 - Security Consideration was added, including physical and cyber security.
- 23 members voted to accept the draft outline as modified during the meeting. (reference to "*Design considerations for Microprocessor Based Controls for Distribution Padmount and Pole-mount Switchgear from 1kV to 38kV*" draft 2, September 2012) uploaded to the Control Desktop Website
- Most of the section leads were identified. They will be a part of the Controls TF core team.

- Section leads names are listed below
- For section 7 (functional consideration and requirements), Antone and Craig will identify the Chapter lead
- For section 9 (system consideration and testing) Nenad will identify the Chapter lead

Executive Summary (Nenad Uzelac):

- + 1 Overview (Mark Feltis)
- + 2 Environmental Factors (Christian Heinrich)
- + 3 Mechanical Factors (Antone Bonner)
- + 4 Electrical Factors (François Soulard)
- 5 Human Factors (Ed Jankowich)
- + 6 Hardware Interface considerations & testing (Craig Befus)
- + 7 Functional consideration & testing (Antone / Craig ... TBD)
- + 8 Firmware/Software considerations & testing (Bill Glennon)
- 9 System considerations & testing (TBD)
- + 10 Other considerations (Chris Ambrose)
- 11 Conclusion / Recommendations (Nenad Uzelac)

6. Assignments and Target dates:

- The chair went through the outline to seek corresponding members that have expertise in the various subject areas. Following this meeting, each section lead will find and confirm other corresponding TF members, and they are to define the scope and topics of their sections.
 - Send invitation to members to join Control Task force website by **October 15th**. (Nenad/Mark). <https://ieee-sa.centraldesktop.com/controls>
 - Identify chapter leads by **November 15th** (Nenad, Antone, Craig)
 - Proposals from section leads are needed by **December 15th** (Section leads)
 - Sub-teams to be established by **February 15th 2013**. (Nenad, section leads)
 - Presentation/contributions for Spring 2013 completed and uploaded on the website, **April 15th, 2013** (Nenad, Mark, section leads)

7. New Business:

No new business

8. Next meeting:

- S2013 - April 28 - May 2, 2013 The San Luis Resort, Galveston, TX
- The chair will plan for 2 sessions at the Spring 2013 meeting.
 - a. In first session Section leads (1-10) will propose the outline of the each session. Also, they'll introduce their team members.
 - b. Second session will be dedicated to contributions.

9. Meeting adjourned at 5.30PM

Member Attendance

Role	Name	Last Name	Affiliation	San Diego
				Fall 12
Chair	Nenad	Uzelac	G&W Electric	X
Vice chair, Section Lead	Francois	Soulard	Hydro Quebec	X
Secretary, Section Lead	Craig	Befus	BC Hydro	X
Member	Chris	Ambrose	Federal Pacific	X
Section lead	Antone	Bonner	Cooper power systems	X
Member	Frank	Decesaro	Copper power systems	X
Webmaster, Section Lead	Mark	Feltis	SEL	X
Member	Doug	Fitchett	AEP	X
Member	Jeff	Gieger	T&B	X
Section lead	Bill	Glennon	SEL	X
Member	Mietek	Glinkowski	ABB	<i>excused</i>
Member	Michael	LaBianco	G&W Electric	X
Member	Frank	Lambert	Neetrac	X
Member	Ken	Lee	T&B	X
Member	Chris	Letow	S&C	X
Section lead	Christian	Heinrich	Siemens	X
Member	Harry	Hirz	T&B	X
Section lead	Edward	Jankowich	T&B	X
Member	Don	Martin	G&W Electric	X
Member	Jeff	Mizener	Siemens Industry	X
Member	Sachin	Puranik	Hubbell Power Systems	<i>absent</i>
Member	Larry	Putman	Powell	X
Member	Timothy	Royster	Dominion	<i>excused</i>
Member	Jim	Swank	Cooper	X
Member	Timothy	Taylor	T&B	<i>excused</i>
Member	Tom	Tobin	S&C	X
Member	Bill	Walter	We-energies	X

Submitted by:

Nenad Uzelac
 Controls for Distribution Equipment Task Force Chair
 1-October-2012