

RODE Meeting Minutes

September 18, 2013 – San Antonio, Texas USA



Chair: Chris Ambrose

Vice-Chair: Nenad Uzelac

Meeting Minutes

1. Meeting called to order at 3:45 PM by Chris Ambrose
 - a. Frank DeCesaro is filling in as secretary for this session.
2. Self-Introductions, including affiliations, were given and the roster was circulated.
3. A minute of silence was taken in memory of Tim Taylor who passed away since the last meeting.
4. The agenda was displayed.
 - a. Chris noted that item 13C was added from the original minutes sent out.
 - b. Moved to accept – Steve Meiners, Seconded by Francois Soulard.
 - c. The agenda was approved as amended.
5. Minutes from the spring 2012 meeting were displayed on screen.
 - a. Jim Swank moved to accept minutes and was seconded by Larry Putman.
 - b. Minutes accepted.
6. C37.74 Report – Steve Meiners
 - a. PAR has been put in to extend one year from December.
 - b. Worked on draft 10 and are creating a draft 11. Hope to have a 10 day recirculation ballot out by the end of October.
7. Solid Dielectric Taskforce – Francois Soulard
 - a. The Task Force met on Monday morning.
 - b. The final report is available for review.
 - c. François Soulard made a PowerPoint presentation on the status of the taskforce, which was displayed onto the screen.
 - d. The SDTF is requesting that RODE subcommittee requested IEEE editorial assistance and to modify the report format and then publish it in the IEEE. The SDTF also recommends to RODE that the subcommittees take the information into considerations in their works.
 - e. Chris Ambrose stated that most of RODE has not seen this information yet and it may be premature to make a decision at this meeting. This report will be released to the group and will request response by six weeks of submittal
 - i. The question will be a) do we want to accept this report; and b) present in the spring meeting if it is the consensus of the group.
 - ii. The SDTF expressed a need to present the report to ADSCOM .
 - iii. Discussion dealt on what is the criteria we are reviewing to? We should review to the scope of the taskforce.

8. Taskforce for Distribution Controls – Christian Heinrich (for Nenad Uzelec)
 - a. Chris Ambrose presented from the minutes that were submitted by Christian.
 - b. The Task Force is proposing that the output will be a Technical Report to be published in IEEE Xplore
 - c. The project is expected to be completed by the end of 2015.
 - d. Most of the sections are at least partially fleshed out.
 - e. The next steps will be to complete the chapters and begin work on the draft report
9. Taskforce on Fault Interrupters – Antone Bonner.
 - a. Brief history of why this taskforce is in existence was provided, that being that the fault interrupters will be removed from the next revision of C37.60.
 - b. The proposed standard will be an IEEE standard, not a dual-logo standard with IEC.
 - c. The group considers this to be on a fast track. We are taking the material in C37.60-2012 that pertained to fault interrupters and putting it into this standard (once PAR is approved).
 - d. PAR is written and the wording was approved in the taskforce meeting this week. We expect hope to have PAR approved in December.
 - e. Draft had been started. Taskforce members are to review the document to make sure everything has been rolled over from C37.60-2012.
 - f. The TF expects balloting in 2014 and approval in 2015.
10. IEEE C37.60/IEC 62271-111 (dual-logo standard) – Dave Stone
 - a. The dual logo Working Group / Management Team met on Tuesday. Four experts appointed by IEC national committees were in attendance representing six countries. 28 of the 30 members of the working group were in attendance.
 - b. We hope to go to ballot IEEE and IEC in first quarter of 2014. Don't expect getting to REVCOM until first quarter 2016 because of the IEC track that we need to wait for.
11. C37.66 – Harry Hirz
 - a. Met this afternoon. Talked about consistency with the capacitive switching common clause WG. We had a joint meeting with them.
 - b. The progress of the C37.66 WG is contingent on common clauses being released.
 - c. Both standards expire December 2016. We will need PAR extension because of this.
 - d. Expect to go to ballot in 2015
12. ERP Committee – Chris Ambrose
 - a. Need to generate papers in the switchgear committee. Only had two quality papers last year.
 - b. C37.20.7 was mentioned as possibility.
 - c. Work in controls taskforce is another potential source of papers.
 - d. Discussion of fellows. The number is diminishing as they retire. Also, all eligible for senior membership should submit for advancement.
 - e. We have about six or eight fellows in switchgear.
 - f. Looking for subjects for Tuesday luncheons and Thursday technical papers. Please submit ideas to Chris for forwarding.
13. Old Business
 - a. Update on C57.12 – the ballot has closed, but no further information was available.

14. New Business

- a. At last meeting it was discussed that the CSA wanted information on the SDTF draft report.
 - i. Nenad Uzelec has been in contact with IEEE whether we want to release this information.
- b. Transfer of definitions from C37.100 into the appropriate RODE standards.
 - i. C37.100 is going out of publication.
 - 1. We need to capture definitions in our standards.
 - 2. It was mentioned that switchgear assemblies may be going to create their own definition document.
 - 3. Question raised by Jim Swank whether ADSCOM can be requested to take ownership and sponsor for the switchgear committee.
 - a) Dave Stone commented that C37.100.1 was asked to consider it but the working group does not feel this is appropriate because there are items that need to be covered that are out of scope of the standard. Also, the group does not want to risk the IEC dual logo relationship.
 - b) We should incorporate definitions in our standards and control our own fates.
- c. Special comments:
 - I. Working Group timeline notifications
 - 1. IEEE SA changed rules and extended the validity of all standards to 2018 unless revised earlier.
 - 2. Ted Olsen wants the subcommittees to keep their project dates in line. The Switchgear committees need to make sure standards are not in jeopardy.
 - II. Working group PNP that will be voted on tomorrow.
 - 1. Meeting notices need to be distributed to all participants at least 30 days in advance.
 - 2. Agenda must be distributed at least 14 calendar days before the meeting.
 - III. It was asked if you need a vice chair. No, see Chris's attachment on what is needed.

15. Future Meetings

- a. Spring 2014 (May 4 - 8), Disney Contemporary Hotel, Lake Buena Vista, FL USA
- b. Fall 2014 (September 21 - 25), Renaissance Hotel, Asheville, NC USA
- c. Spring 2015 (April 26 - 30), Tradewinds Island Resorts, St. Pete Beach, FL USA
- d. Fall 2015 (September 20 - 24), Catamaran Resort Hotel, San Diego, CA USA

16. Meeting adjourned at 4:46 PM

Respectfully submitted by

Chris Ambrose
Chair, RODE Subcommittee
October 2, 2013

Attachments (Note to WG Chairs; WG Attendance)

Note to WG Chairs

(Ref.PES WG PP D7 Final Aprpd 2013-07-23 for Switchgear, from Mike Crawford)

- A meeting notice shall be distributed, by a Working Group Officer or designee, to all participants 30 calendar days in advance to all participants.
- A meeting agenda shall be distributed to all participants at least 14 calendar days in advance of a meeting.
- There shall be a Chair, and there should be a Vice-Chair and/or a Secretary.
- All officers shall be IEEE members and individual IEEE-SA.
- Each Working Group shall have a Chair, appointed by the responsible Subcommittee.
- At the first organizational meeting, the Working Group chair shall appoint its operating officers (Vice-Chair, Secretary and Treasurer if applicable).

WG Attendance

In order to ensure that we have quorums at the meetings, we need to ensure that the members of our Task Forces and, even more importantly, Working Groups are active.

From the proposed “Policies and Procedures for: Working Groups”, which is scheduled to be balloted at the main committee meeting:

Membership status is maintained through consistent participation at meetings and through Working Group votes. If a Working Group member misses two consecutive meetings, or two consecutive Working Group letter ballots, **his or her membership status may be revoked**. The Chair shall notify, in writing, a member who fails to attend two consecutive meetings and who has therefore lost his or her membership.

The Chair shall review the voting membership list at least annually. Voting members are expected to fulfill the obligations of active participation as defined in Clause 4.1.1. When a voting member is found in habitual default of these obligations, the Chair shall consider the matter for appropriate action, **which may include termination of membership**.