

**Working Group PC37.302 - “Guide for Fault Current Limiter Testing”  
Sponsored by IEEE Switchgear ADSCOM  
September 22, 2014**

**PES Switchgear Meeting – Asheville, NC  
Minutes**

Mischa Steurer called the meeting of the Working Group to order at 8:00 AM EDT on 09/22/2014 with 8 members and guests present.

- Introductions of the attendees were made.
- The agenda was approved.
- The minutes of our September 4, 2014 meeting were approved.
- Five conference calls have been held since the May 5, 2014 Switchgear meeting. (6/9/2014, 7/1/2014, 7/18/2014, 8/11/2014, 9/4/2014)
- Chairman’s Report:
  - The Document was balloted in December 2013.
  - A face to face meeting was held on January 13, 2014 at the JTM in New Orleans to begin comment resolution. The editorial board agreed to function as the ballot resolution committee.
  - 67 ballots were cast 95% with an 86% approval rate. This meets the ballot requirements to move forward and re-ballot with the same group.
  - 263 comments were received from the MyBallot process.
  - Periodic conference calls with the ballot resolution committee have been held to complete the ballot resolution process.
- Ballot Comment Resolution:
  - The final ballot comments were resolved at the meeting.
  - Final editorial changes are expected to be completed by 10/15/2014.
  - E-mails will be sent to each ballot commenter with their specific disposition details along with a copy of the current DRAFT.
  - A WebEx will be scheduled with commenters to review the DRAFT document and address any questions.
  - The new document will then be sent to IEEE for the re-circulation process.
- A copy of the ballot comments spreadsheet updated with results from today’s meeting is attached.

Mischa Steurer adjourned the meeting at 5:00 PM EDT.

Submitted by:  
Frank Lambert

Approved by:  
Mischa Steurer