

Meeting Minutes

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**A. Call-to-Order and Agenda**

The Fall 2014 face-to-face Task Force Meeting was held on September 24, 2014 at the Renaissance Hotel, Asheville, NC, in conjunction with the IEEE PES Switchgear Committee Meetings. The Task Force meeting was called to order at 10:15 AM by the WG Chair, Dan Hrnrcir.

The meeting agenda was reviewed.

**B. Attendance**

Introductions were made of all attendees. Attendees are listed below.

Six Task Force members were present, with one guest also in attendance.

Attendees:

<b><i>Name</i></b>	<b><i>Affiliation</i></b>	<b><i>Member / Guest</i></b>
<i>Amy Rowell</i>	<i>Eaton Corp</i>	<i>Member</i>
<i>Erin Spiewak</i>	<i>IEEE SA</i>	<i>guest</i>
<i>Allan Morse</i>	<i>Eaton Corp</i>	<i>Member</i>
<i>Darryl Moser</i>	<i>ABB</i>	<i>Member</i>
<i>Victor Hermosillo</i>	<i>Alstrom Grid</i>	<i>Guest</i>
<i>Predrag Uilovac</i>	<i>IEM</i>	<i>Member</i>
<i>Jeff Hidaka</i>	<i>UL</i>	<i>Member</i>
<i>Dan Hrnrcir</i>	<i>Eaton Corp</i>	<i>Chair</i>

## C37.13.1 Document Revision Working Group

### Standard for Definite-Purpose Switching Devices for Use in Metal- Enclosed Low-Voltage Power Circuit Breaker Switchgear

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#### Meeting Minutes

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#### **C. Rules and guidelines for conducting working group meetings**

The IEEE Patent Policy and Business Conduct slides were reviewed by the attendees prior to registration to the meeting. No patent declarations were made known. The IEEE patent policy may be reviewed at the following web site:

<http://standards.ieee.org/board/pat/pat-slideset.pdf>

#### **D. Working Group P&Ps**

The Switchgear Committee Working Group P&P's were previously distributed to all participants via email. They are also posted on the Switchgear Committee website at the following website:

<http://www.ewh.ieee.org/soc/pes/switchgear/o&p/Procedures.html>

#### **E. No Previous Meeting Minutes**

NA

#### **F. Document Status**

IEEE Std. C37.13.1 New Standard 2006 with Amendment 1 in 2010.

The PAR approval will be requested in LVSD on Wednesday September 24, 2014.

#### **G. Technical Discussion Highlights**

The following is a high-level summary of the technical discussions from this meeting.

##### **i. Review of Title**

Added "1000 Vac and below" in title and "C37.13.1"

Meeting Minutes

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**ii. Review of Scope**

Changed “600” to “1000” and removed revision year from C37.20.1.

**iii. Review of Purpose**

No changes made.

**iv. Non-Fused Devices**

Darryl Moser and Jeff Hidaka will investigate other devices that do not require fuses for short circuit protection to determine if they need to be added to this standard. Requested due date October 15, 2014, so PAR can be submitted by end of October.

**H. Miscellaneous**

Allan Morse suggested sending the current draft to past working group for input on scope and purpose.

Jeff Hidaka made a motion to request PAR approval from LVSD and Darryl Moser seconded.

The WG Chair will request approval from LVSD Subcommittee for PAR submission.

Allan Morse made a motion to adjourn and Jeff Hidaka seconded.

The meeting was adjourned at 11:15 AM.

Meeting Minutes

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**I. Upcoming Meetings**

The face-to-face Working Group meetings are held in conjunction with the IEEE PES Switchgear Committee meetings. The upcoming Switchgear Committee meetings are tentatively planned for:

April 27 – 30, 2015: St. Pete Beach, FL (specific date and location TBD)

September 20 – 24, 2015: San Diego, CA (specific date and location TBD)

IEEE PES Switchgear Committee meeting announcements and registration can be found at the following link:

[http://www.ewh.ieee.org/soc/pes/switchgear/NextMeeting/Future\\_Meetings.html](http://www.ewh.ieee.org/soc/pes/switchgear/NextMeeting/Future_Meetings.html)

Minutes submitted by:  
Dan Hrcir  
C37.13.1 Working Group Chair  
September 24, 2014