

**IEEE/PES SWITCHGEAR COMMITTEE
MAIN COMMITTEE BUSINESS MEETING AGENDA
San Diego, California, USA
Thursday, September 24, 2015**

Presiding Officer: Ted Olsen, Chairman
Recording Secretary: Todd Irwin, Secretary/Treasurer

	Agenda Item	Presenter
1	Call Meeting to Order	Ted Olsen – Chairman
The Meeting was called to order 9:30AM.		
2	Introduction of members & Guests	Ted Olsen
Members and guest introduced themselves.		
3	Attendance and Quorum Check	Todd Irwin
<ul style="list-style-type: none"> • Rosters are being passed around. Sign only one. Add your name and company information if you are not on the list. 		
Switchgear Committee roster was passed to record attendance. There were 131 attendees (61 members, 1 honorary member and 69 guests)		
4	Agenda Review and Approval	Ted Olsen
A Motion to approve was made by Ken Edwards. The Motion was seconded by Allan Morse. The motion was approved unanimously.		
5	Minutes of Spring 2015 meeting	Ted Olsen
Minutes are considered approved when posted. Changes, if any, will be reflected in minutes for the following meeting.		
6	Recognition	Ted Olsen
THANK YOU to our financial supporters for this meeting! NEMA, Eaton, Cleaveland Price, Powell, Alstom, G&W, Siemens, S&C, DNV-GL, ABB, MEPPi, Hitachi, Pascor Atlantic, Southern States, Schneider Electric		
THANK YOU for the use of your projectors! ABB, Alstom, BPA, Eaton, Hubbell, Incon, Powell, Schneider, Siemens, Southern Company,		
Acknowledgement of John Webb for Meeting Coordination was made by Ted Olsen.		
7	Switchgear Committee Membership <ul style="list-style-type: none"> • Committee membership adjustments • Main Committee Membership Policy - review <ul style="list-style-type: none"> ○ Subcommittee Chairs send requests to SG Chairman 1 month prior to Spring meeting • Main Committee Membership – Requirements Maintain your memberships: <ul style="list-style-type: none"> • IEEE Member • Power & Energy Society (PES) • Standards Association (SA) 	Ted Olsen
Attendance requirement was discussed. Members or members-to-be must have attended 4 of last 6 meetings at the time the membership roster is reviewed at the Spring meeting. Any revisions will be made prior to the spring meeting and announced at the meeting. A membership procedure has been drafted and will be posted to the Switchgear Committee website when available.		

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8	<p>Chairman's Report</p> <ul style="list-style-type: none"> • Technical Council Report • IEEE PES Reorganization • Switchgear Committee Officer Rotation effective January 1, 2016 <ul style="list-style-type: none"> • Chair: Paul Sullivan: paul.b.sullivan@ieee.org • Vice-Chair: Todd Irwin: todd.irwin@ieee.org • Secretary/Treasurer: Keith Flowers: keith.flowers@ieee.org 	Ted Olsen
<p>A presentation was made by Ted Olsen with an overview of the PES reorganization and is attached with these minutes.</p> <p>Officer rotation – As past chair, Ted Olsen will be responsible for recruiting/nominating the next Secretary/Treasurer. Prefer to have a User as the next Secretary/Treasurer. Contact Test Olsen if interested.</p> <p>-Round of applause for 3 year service of Ted Olsen as Chairman for the IEEE PES Switchgear Committee.</p> <p>Subcommittee chairs should also schedule their rotation to be at the end of the calendar year.</p>		
9	<p>Switchgear Committee Financial Report</p> <p>We're covering our costs for the San Diego meeting. We will end this meeting with enough reserve to carry through to the spring 2016 meeting. The committee is financially sound.</p>	Todd Irwin
10	<p>Standards Board</p> <p>Documents are clean. Nothing outstanding to move on.</p>	Michael Wactor
11	<p>Technical Committee Program Chair (TCPC)</p> <p>Publications</p> <ul style="list-style-type: none"> -Seeking volunteers for new Technical Paper Editors (two desired, one for LV and one for MV/HV). Contact John Webb if you are interested in this position. -Description of the Editor duties was provided by Dean Sigmon. -Amy Rowell is responsible for IAS Transaction papers. -Report from Amy Rowell is attached. -Seeking papers from within the Switchgear Committee. -See presentation on website by Leslie Falkingham discussion paper process. 	John Webb for Amy Rowell
12	<p>Registrars Report</p> <ul style="list-style-type: none"> • Affiliation of attendees <p>There were 231 attendees at this meeting.</p> <p>Report is attached to these minutes.</p> <p>Support funds of \$29,000 were provided for this meeting.</p> <p>Affiliation by exception is attached to these minutes. These are individuals paid to represent another company at these meetings.</p> <p>Round of applause for Ken Edwards for growth of supporter contributions.</p>	Ken Edwards
<h1 style="margin: 0;">Roster Location Check</h1>		

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<u>Subcommittee Reports</u>		
13	Administrative (ADSCOM) Nothing specific to report. Each Subcommittee will issue their own report.	Paul Sullivan
14	Education, Recognition & Publications (ERP) <ul style="list-style-type: none"> • Updates • Thursday presentation – Nenad Uzelac: “Electromagnetic Field Surveys of the home and office space”, box lunch 	John Webb
<p>A report has been provided.</p> <p>IEEE SA International Award: Bill Long is recognized “For exemplary leadership as Chairman of the Working Group which upgraded IEEE Std. C37.013 to joint IEEE / IEC 62271-37-013”.</p> <p>IEEE SA Medallion Award Bill Bergman is recognized “For technical leadership in the development of international switchgear and power equipment standards.”</p> <p>Chris Ambrose (RODE) is recognized as Outgoing Subcommittee Chair.</p> <p>IEEE Senior Membership – Self-nominating process at IEEE website. We are considering adding ribbons to badges for Senior members and Fellows at the next meeting.</p> <p>New Honorary members:</p> <ul style="list-style-type: none"> ○ Denis Dufournet ○ Larry Farr ○ Ed Jankowich ○ Harry Josten ○ John Shullaw ○ Jim Swank <p>Seeking presenters for upcoming meetings for:</p> <ul style="list-style-type: none"> -Tuesday Luncheon – wide range of subjects are OK but trying for technical-related material -Thursday afternoon technical presentation <p>Ted Burse Burse presentation recognition that was made at the IEEE Standards Board for Ted Olsen</p> <ul style="list-style-type: none"> -At the March IEEE Standards Board meeting Ted Olsen was recognized for his IEEE work. Section 9.3 of the meeting minutes had the following. <p>There was a motion:</p> <ul style="list-style-type: none"> • WHEREAS Ted Olsen is a current member of the IEEE-SA Standards Board; and • WHEREAS 2015 is the 50th anniversary of Ted Olsen joining the IEEE as a member; and • WHEREAS Ted Olsen has served in the IEEE Switchgear Standards Committee as a volunteer and officer for over 20 years; and • WHEREAS Ted Olsen has served the IEEE Standards Association in its governance bodies for over 10 years; • The IEEE-SA Standards Board takes note of this prestigious anniversary and salutes Ted Olsen for his many years of service and devotion to the IEEE and the IEEE Standards Association. <p>The motion was approved by acclamation; and a round of applause.</p> <ul style="list-style-type: none"> - This announcement was followed by an extended standing ovation for Ted Olsen. 		
15	High Voltage Fuses (HVF)	John Leach

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Report is attached to these minutes. Thanks to all WG members for their hard work.	
16 High Voltage Switches (HVS)	Carl Reigart
Report is attached to these minutes.	
17 High Voltage Circuit Breakers (HVCB)	Mauricio Aristizabal
Report is attached to these minutes.	
18 Low Voltage Switchgear Devices (LVSD)	Allan Morse
Report is attached to these minutes.	
19 Reclosers and Other Distribution Equipment (RODE)	Nenad Uzelac
Report is attached to these minutes.	
20 Switchgear Assemblies (SA)	Doug Edwards
Report is attached to these minutes.	
<h2>Roster Location Check</h2>	
<u>Liaison Reports</u>	
21 ASC C37	Ted Olsen
Report is attached to these minutes.	
<p>This committee is responsible for C37 documents. Membership is being reconstituted. New operating procedures are in approval process.</p> <p>Ballot on a number of documents upcoming after OP approval.</p>	
22 Short Circuit Test Liaison of the Nations of the Americas (STLNA)	Kirk Smith for Paul Leufkens
Report is attached to these minutes.	
23 CIGRÉ	Nenad Uzelac
Report is attached to these minutes.	
Subcommittee A3 – High voltage equipment includes MV and HV (1000V and above) switchgear.	
<u>Old Business</u>	
24 Organization and Procedures Manual for Switchgear Committee	Ken Edwards - Past Chair
<p>O&P manual is revised and draft is on website. Waiting Tech Council approval -O&P = Technical committee (Switchgear) level activities and how we do our non-standard related work. <i>Late breaking news to item 24 of main agenda: "After the main committee meeting on September 24, we were advised that the Technical Council approved our O&P on September 28, 2015. The approved O&P will be posted on our website"</i></p> <p>P&P = Governs standards activities -Due for review in ~2 years -late 2016, early 2017 Template will change but content is not expected to require significant revision.</p>	

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<h1>Roster Location Check</h1>	
<u>New Business</u>	
25	<p>Quorum Verification</p> <p>62 out of 77 Main committee members were in attendance. A quorum is confirmed.</p>
26	<p>Future PES Meetings of Interest</p> <p>Refer to: http://www.ieee-pes.org/meetings-and-conferences/calendar/annual-view</p> <p>Joint Technical Committee in January. General Meeting in July. T&D Conference & Exposition April 2016. We are going to publish our meetings in PES magazine & Website.</p>
27	<p>Maintain your AMS profile https://www.123signup.com/profile?Org=IPSC2</p> <p>Please let us know of changes of status – retirement, new job, etc.</p> <p>Don't use "all caps" for your name in AMS. Do not create second profile (register guests under your profile). Check your email address – about 10% to 20% bounce back. Let registrar or any committee officer know of any retirements, new jobs, etc.</p>
28	<p>Future Switchgear Committee Meetings</p> <ul style="list-style-type: none"> • Hard copies of meeting booklets and schedules planning to be discontinued beginning Spring 2016 • Spring 2016 (25 Apr – 29 Apr), Sonesta Resort, Hilton Head, SC USA • Fall 2016 (9 Oct – 14 Oct) Sheraton Station Square, Pittsburgh, PA, USA • Spring 2017 (23 Apr – 28 Apr), Hilton Charlotte University Place, Charlotte, NC • Fall 2017 (8 Oct – 13 Oct), Marriott Portland Sable Oaks, Portland, ME • Spring 2018 (22 Apr – 27 Apr), Disney's Contemporary Resort, Lake Buena Vista, FL
<p>Over half of paper copies were not picked up – Going green to avoid waste and additional cost -App & website availability, bulletin board for information normally found in the booklet</p> <p>Website pages are in process of restructuring -Subcommittee spreadsheet posted for updates.</p> <p>Noted that Sonesta resort is more remote than other venues and may require rental car and/or carpooling.</p> <p>We may return to Catamaran San Diego in 2019. Comments and suggestions for this or alternate venues welcome.</p>	
29	<p>Adjourn</p> <p>Meeting adjourned at 10:45AM</p>