

Minutes of WG PC37.12.1  
Recommended Practice for HV Circuit Breaker Instruction Manuals  
Wednesday, April 27<sup>th</sup>, 2016  
1:30 – 3:15pm  
Hilton Head Island, SC

- I Welcome
- II Introductions  
Meeting opened with 37 individuals in attendance; 17 of 29 members and 20 guests.
- III A call for additions or corrections to the published minutes was made without comment from those present.
- IV Old Business
  - a. The PAR has not been approved and needs to be resubmitted. The working group discussed changing the document title to be consistent with other Switchgear documents.
  - b. Schedule was discussed.
    - 1. PAR submitted immediately after meeting.
    - 2. Mandatory Editorial Review submitted after PAR approval.
    - 3. Initiate ballot as soon as possible.
    - 4. Review ballot comments at Fall 2016 meeting.
- V New Business.
  - a. Reviewed and discussed working group comments on draft 3 of the document.
  - b. Reviewed suggested order modification of the document.
  - c. An updated draft will be circulated among the members and guests via Central Desktop for a 30 day comment period, if comments do not require further recirculation a ballot group and MEC will follow.

Chair adjourned meeting at 2:30pm

Attachments: (1) Attendance list.

## ATTENDANCE LIST

Last Name	First Name	Company	City	State	Country	Role
Ayers	Roy	Nashville Electric Service	Nashville	TN	USA	Guest
Browning	Raymond	FirstEnergy Corp.	Copley	OH	USA	Guest
Bufl	Arben	Hitachi HVB, Inc.	Suwanee	GA	USA	Member
Caverly	David	Trench Ltd.	Scarborough	ON	Canada	Guest
Chow	Chih	PEPCO	Washington	DC	USA	Member
Christian	Michael	ABB	Lake Mary	FL	USA	Guest
Crawford	Michael	Mitsubishi Electric	Cranberry Twp	PA	USA	Guest
Cunningham	Jason	Hitachi HVB, Inc.	Suwanee	GA	USA	Guest
Di Lillo	Patrick	Consolidated Edison Co. of NY, Inc.	New York	NY	USA	Member
Eastman	John	INCON	Saco	ME	USA	Guest
Edwards	Ken	Bonneville Power Administration	Vancouver	WA	USA	Chair
Fennell	Howard	Nashville Electric Service	Nashville	TN	USA	Guest
Foster	Robert	Megger	Paradise	CA	USA	Member
Hensberger	Jeremy	Mitsubishi Electric Power Products Inc.	Warrendale	PA	USA	Guest
Hermosillo	Victor	Alstom Grid	Charleroi	PA	USA	Member
Hutchins	Roy	Southern Company Services	Birmingham	AL	USA	Member
Irwin	Todd	GE Grid Solutions	Smithville	MO	USA	Member
Jasinski	Joseph	ITC Holdings Corp.	Novi	MI	USA	Guest
Johnson	David	Self-Employed	Pittsburgh	PA	USA	Member
Keels	Thomas	Salt River Project	Phoenix	AZ	USA	Guest
Liu	Hua Ying	Southern California Edison	Pomona	CA	USA	Guest
Mitchell	Dave	Dominion	Richmond	VA	USA	Guest
Mulcahy	Tom	Dominion Virginia Power	Richmond	VA	USA	Guest
Pintado	Zachary	Entergy	Ama	LA	USA	Guest
Rahman	Syed	The United Illuminating Company	Orange	CT	USA	Guest
Ricciuti	Anthony	Eaton Corporation	Moon Township	PA	USA	Member
Sauls	Roderick	Southern Company Services	Birmingham	AL	USA	Member
Schiffbauer	Daniel	Toshiba International Corporation	Oliver	PA	USA	Guest
Schuetz	Carl	American Transmission Company (ATC)	Waukesha	WI	USA	Member
Schumann	Jon	American Transmission Company	Waukesha	WI	USA	Guest
Sharma	Devki	Consultant	Byram	MS	USA	Member
Shinde	Sushil	ABB Inc.	Mt Pleasant	PA	USA	Member
Skidmore	Michael	AEP	Pickerington	OH	USA	Member
Steigerwalt	Don	Duke Energy	Charlotte	NC	USA	Guest
Torres	Jean-Marc	Eaton Corporation	Horseheads	NY	USA	Guest
Webb	John	ABB	Florence	SC	USA	Vice-Chair
Weeks	Casey	Siemens Energy	Richland	MS	USA	Member