

Meeting Minutes

A. Call-to-Order and Agenda

The Spring 2016 face-to-face Working Group Meeting was held on April 25, 2016 at the Sonesta Resort, in conjunction with the IEEE PES Switchgear Committee Meetings. The Working Group meeting was called to order by the WG Chair, Keith Flowers.

The meeting agenda was reviewed and a motion was brought to approve the agenda by Mike LaFond and seconded by Clint Carne, the motion passed by consent of the Working Group.

B. Attendance

Introductions were made by all members and guests in attendance.

Fourteen Working Group members and twenty guests were in attendance.

Role	First Name	Last Name	Company
Guest	Jean-Marc	Biasse	Schneider Electric
Guest	Russell	Boyce	Eaton Corporation
Member	Clint	Carne	Schneider Electric
Guest	Bob	Cohn	Powercon Corp.
Member	Dan	Delfino	General Electric
Member	Doug	Edwards	Siemens Industry, Inc.
Guest	Don	Elliott	ABB
Chair	Keith	Flowers	Siemens Industry, Inc.
Member	Paul	Gingrich	AZZ / Central Electric
Guest	Sahadev	Gohil	AZZ / Central Electric
Member	Ron	Hartzel	Eaton Corporation
Member	Tom	Hawkins	Siemens Industry, Inc.
Guest	Jared	Hines	Eaton Corporation
Guest	Jose	Jarque	AZZ Switchgear Systems
Guest	Anurag	Jivanani	Schneider Electric
Member	Arthur	Jur	Eaton Corporation
Member	Michael	Lafond	General Electric
Guest	Alex	Lizardo	ABB
Guest	Frank	Mayle	Technibus, Inc.
Guest	John	McClelland	Technibus, Inc.
Member	Jeffery	Mizener	Siemens Industry
Vice-Chair	Darryl	Moser	ABB
Guest	Terry	Neighbors	ABB
Member	Ted	Olsen	Siemens Industry, Inc.
Guest	Owen	Parks	ABB
Guest	Rahul	Pawar	ABB
Member	Amy	Rowell	Eaton
Guest	Todd	Sauve	Rockwell Automation
Guest	John	Shullaw	Retired
Guest	Garett	Sims	Eaton Corporation
Guest	Jordan	Snider	Pacific Gas & Electric

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Guest	Paul	Sullivan	DuPont
Guest	Robert	Warren	KEMA
Member	Terry	Woodyard	Siemens Industry Inc.

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 are posted on the Switchgear Committee website at the following website:

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

E. Previous Meeting Minutes

The previous meeting minutes stand approved as posted to the Switchgear Committee website at the following address:

<http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2015-2/F15SAa4REV0.pdf>

F. Document Status

A PAR was approved on February 16, 2015 that is valid until December 31, 2019. Ballot 1 is complete and we are working to resolve the remaining 28 ballot comments.

G. Highlights

The Working Group met for one meeting session on April 25, 2016 1:30 – 3:15PM in the Santee Ballroom Salons B/C. During the meeting session we discussed the remaining open ballot comments and reached consensus on the proposed resolutions. The working group chair will initiate a recirculation ballot.

H. Upcoming Meetings

No future meetings are anticipated.

Minutes submitted by:
Darryl Moser
C37.20.10 Working Group Vice-Chair
April 25, 2016