

**IEEE/PES SWITCHGEAR COMMITTEE
MAIN COMMITTEE BUSINESS MEETING MINUTES
Hilton Head, South Carolina, USA
Thursday, April 28, 2016**

	Agenda Item	Presenter
1	Call Meeting to Order Paul Sullivan called the meeting to order at 9:30am.	Paul Sullivan – Chairman
2	Introduction of Members & Guests Introductions were made of all in attendance.	Paul Sullivan
3	Attendance and Quorum Check • <i>Rosters are being passed around. Sign only one. Add your name and affiliation information if you are not on the list.</i> Complete attendance list is attached to these minutes. Attendance records are maintained with the AMS tool.	Keith Flowers
4	Agenda Review and Approval The meeting agenda was reviewed and approved as presented. A motion to approve was made by Allan Morse. The motion was seconded by Terry Woodyard. The motion was approved unanimously with no abstentions.	Paul Sullivan
5	Recognition <i>THANK YOU to our financial supporters for this meeting!</i> ABB; Cleaveland Price; DNV-GL (KEMA) Eaton; GE; G&W; Hitachi; Mitsubishi Electric; NEMA Pascor Atlantic; Powell; S&C Schneider Electric; Siemens; Southern States <i>THANK YOU for the use of your projectors!</i> ABB; Bonneville Power Administration; Eaton; GE Hubbell; Powell Industries; Schneider Electric Siemens; Southern Company	Paul Sullivan
6	Announcement of new Main Committee members Deferred to the ER&P report of this meeting.	Paul Sullivan
7	Chairman's Report • <i>Technical Council Report</i> The annual report was submitted to PES Tech Council, and is posted on the PES website. The report can be found here: http://www.ieee-pes.org/images/files/pdf/technical-council/2015_Annual_Report_Switchgear.pdf	Paul Sullivan
8	Switchgear Committee Financial Report As we close out the invoices for this meeting, the Committee is in sound financial position in advance of the Fall 2016 meeting. The Annual Financial Report was submitted to IEEE for 2015.	Keith Flowers
9	Standards Board No standards expiring this year. 26 document which have to be dealt with by the end of 2018, but all indications point to everything in good shape	Michael Wactor

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	for on-time competition. 30 active PARs. 6 will expire this year.	
10	Technical Committee Program Chair (TCPC)	Amy Rowell
	Four papers were submitted to T&D in Dallas, but all four were rejected by the conference. Four papers were submitted for the PES General Meeting. One was selected for 'best paper' category, and a second paper was accepted for paper presentation.	
11	Registrar's Report	Ken Edwards
	Ribbons on name badges recognizing first time attendees, senior members, Fellows members, and Committee officers were trialed at this meeting. Ken Edwards is looking for volunteers to assist with the Committee's website development and maintenance. Please see Ken Edwards for more details if you are interested.	
<u>Subcommittee Reports</u>		
12	Administrative (ADSCOM)	Todd Irwin
	ADSCOM met earlier today, with no significant issues to report.	
13	Education, Recognition & Publications (ERP) <ul style="list-style-type: none"> • <i>Updates</i> • <i>Thursday presentation – "Long Term Performance of Bare and Coated Contacts at High Temperatures" – Dr. Edgar Dullni</i> • <i>Box lunches (for those who purchased in advance)</i> • <i>The Committee is seeking volunteers to speak at upcoming meetings for Tuesday luncheon and Thursday technical presentations.</i> 	John Webb
	Report is attached to these minutes. Dave Dunne, Paul Gingrich, Victor Hermosillo, John McClelland, Carl Schuetz, and Terry Woodyard were recognized as new Committee members. Denis Dufourney, Larry Farr, Ed Jankowich, John Shullaw, and Jim Swank were recognized as new honorary members of the Committee. Steve Carey volunteered to deliver the F16 Tuesday luncheon presentation. F16 Thursday presentation by Leslie on Vacuum Interrupters 101	
14	High Voltage Fuses (HVF)	John Leach
	Report is attached to these minutes.	
15	High Voltage Switches (HVS)	Carl Reigart
	Report is attached to these minutes.	
16	High Voltage Circuit Breakers (HVCB)	Mike Skidmore
	Report is attached to these minutes.	
17	Low Voltage Switchgear Devices (LVSD)	Allan Morse
	Report is attached to these minutes.	
18	Reclosers and Other Distribution Equipment (RODE)	Nenad Uzelac
	Report is attached to these minutes.	
19	Switchgear Assemblies (SA)	Doug Edwards
	Report is attached to these minutes.	

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Liaison Reports

20	ASC C37 Report is attached to these minutes. On-going work to reconstitute the Committee, after a rash of retirements by the ELP delegation. NEMA has recently initiated a lot of activity to bring the conformance standards into harmonization with the IEEE mother documents.	Ted Olsen
21	Short Circuit Test Liaison of the Nations of the Americas (STLNA) Frank DeCesaro is the new chair of STLNA. STLNA has a number of ongoing activities including summarizing common cable processes, reignition with TRV capacitors, and ungrounded neutrals during arc fault tests. Eaton-Belmont is offering to investigate the ungrounded neutral test data if manufacturers are willing to share.	Frank DeCesaro
22	CIGRÉ A3 TC Report is attached to these minutes.	Nenad Uzelac

Old Business

23	Organization and Procedures Manual for Switchgear Committee Ted Olsen has been involved with AUDCOM (IEEE-SA Audit Committee) to create a PES template for P&P (Policies & Procedures) Manual. Goal is to get the template approved at the PES General Meeting. Anybody with suggestions for improvements for the Switchgear Committee's O&P Manual is requested to submit comments to Ted Olsen by June 1, 2016.	Ted Olsen - Immediate Past Chair
24	Maintain your AMS profile https://www.123signup.com/profile?Org=IPSC2 <i>Please let us know of changes of status – retirement, new job, etc.</i> Please keep your AMS profile up to date. If your email address changes, the Committee will likely not be able to relocate you, and request corrections/updated information.	Paul Sullivan

New Business

25	Quorum Verification Quorum thresholds were verified to have been exceeded for all manner of S/C business, as documented in the Committee procedures.	Keith Flowers
26	Future PES Meetings of Interest Refer to: http://www.ieee-pes.org/meetings-and-conferences/calendar/annual-view	Paul Sullivan
27	Future Switchgear Committee Meetings <ul style="list-style-type: none"> • Fall 2016 (9 Oct – 14 Oct), <i>Sheraton Station Square, Pittsburgh, PA</i> • Spring 2017 (23 Apr – 28 Apr), <i>Hilton Charlotte University Place, Charlotte, NC</i> • Fall 2017 (8 Oct – 13 Oct), <i>Marriott Portland Sable Oaks, Portland, ME</i> • Spring 2018 (22 Apr – 27 Apr), <i>Disney's Contemporary Resort, Lake Buena Vista, FL</i> • Fall 2018, <i>TBD</i> • Spring 2019 (28 Apr – 01 May), <i>Hilton, Burlington, VT</i> • Fall 2019 (06 Oct – 10 Oct), <i>Catamaran Resort, San Diego, CA</i> 	Paul Sullivan

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28	Adjourn	Paul Sullivan
Meeting was adjourned by Paul Sullivan at 10:40am.		