

IEEE/PES SWITCHGEAR COMMITTEE
Switchgear ADSCOM Meeting Minutes
Pittsburgh, PA, USA
Thursday, October 13, 2016

| | Agenda Item | Presenter |
|---|---|----------------------------|
| 1 | Call Meeting to Order | Todd Irwin – Chairman |
| The Chair, Todd Irwin, called the meeting to order at 8am. | | |
| 2 | Introduction of members & Guests | Todd Irwin |
| Self introductions of the attendees and their affiliations were made. The attendee list is recorded in F16ADSCOMa1. | | |
| 3 | Attendance and Quorum Check <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. | Keith Flowers |
| The Secretary was able to confirm quorum during introductions, with 16 out of 17 members present. | | |
| 4 | Agenda Review and Approval | Todd Irwin |
| The meeting agenda was reviewed. | | |
| Motion to approve: Allan Morse; Second: Mike Wactor | | |
| No discussion. | | |
| Motion carried unanimously. | | |
| 5 | Minutes of Spring 2016 meeting | Todd Irwin |
| Following review of our P&P it has been confirmed that approval of minutes by majority vote is required. | | |
| The meeting minutes from the Spring 2016 meeting were reviewed. | | |
| Motion to approve: Ken Edwards; Second: Ted Olsen | | |
| No discussion. | | |
| Motion carried unanimously. | | |
| <u>Requests to ADSCOM</u> | | |
| 6 | Education, Recognition & Publications (ERP) | John Webb |
| No requests to ADSCOM. | | |
| 7 | High Voltage Fuses (HVF) | Alan Yerges for John Leach |
| No requests to ADSCOM. | | |
| 8 | High Voltage Switches(HVS) | Carl Reigart |
| No requests to ADSCOM. | | |
| HVS will rotate officers at the end of the calendar year, with James Houston assuming the role as chair. | | |
| 9 | High Voltage Circuit Breakers (HVCB) | Mike Skidmore |
| C37.06.1 PAR extension has been requested. | | |
| The C37.010 PAR is about to expire, but the document has been submitted to REVCOM, and is expected to be approved at the December meeting. | | |
| C37.20.7 was discussed: | | |
| This document is a Switchgear Assemblies document, but some HVCB members have voiced a concern that the scope alludes to C37.04 products, raising question as to whether there is overlapping scope between HVCB and SA subcommittees. HVCB asks: Should C37.20.7 be moved from Switchgear Assemblies to ADSCOM to create greater visibility to Switchgear Committee | | |

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| <p>participants who focus solely in HVCB topics?</p> <p>Ted Olsen noted that in the current revision cycle that there were requests by committees outside of Switchgear Assemblies Subcommittee to include their products. The C37.04/C37.09 product inclusion is an example of that type of request – in which HVCB provided input and guidance for testing of those products. Likewise, the ballot invitation was sent out to all IEEE-SA members with an interest category of “Switchgear,” meaning it was sent to all HVCB participants that have an interest category of “Switchgear”.</p> <p>John Webb acknowledged that C37.04/C37.09 had provided input as to what they wanted to see, but some particulars were revised by the working group prior to ballot. The PAR was revised to include C37.04/C37.09, but there was no joint sponsorship by HVCB, which John said should have occurred prior to amending the PAR.</p> <p>Mike Wactor attested that there were a high number of negatives votes relating to C37.04/C37.09 circuit breakers being omitted from the PAR. Therefore, the PAR revised to address the products in the draft document. But, the PAR change was not out of bounds because C37.20.7 guide has nothing to do with requirements for, or testing of the circuit breaker – it is restricted to testing of the circuit breaker enclosure.</p> <p>Ted Burse echoed sentiments of others noting that the internal components are not covered by C37.20.7, and therefore there is no scope overlap.</p> <p>Doug Edwards proposed that if there is scope overlap, the document should go to ADSCOM for the next revision effort (no effect on current revision effort), otherwise it should remain in SA.</p> <p>The discussion resolved to soliciting volunteers to review the C37.20.7 document for scope overlap – and if overlap was determined, then the next revision would be by ADSCOM (no change to current revision effort).</p> <p>Motion (made by Doug Edwards): To form a task force to review for potential scope overlap of the C37.20.7 document between SA and HVCB, and report back at the Spring 2017 ADSCOM meeting their findings.</p> <p>Motion was seconded by Ken Edwards. No further discussion. Motion carried unanimously.</p> <p>Task Force: Mike Lafond, Carl Reigart, Steve Cary</p> <p>Work on C37.20.7 will continue without restrictions.</p> | |
| <p>10 Low Voltage Switchgear Devices (LVSD)</p> <p>No requests to ADSCOM.</p> <p>All documents have been revised in advance of 2018 deadline.</p> <p>LVSD will rotate officers at the end of the calendar year, with Dave Dunne assuming the role as chair.</p> | Allan Morse |
| <p>11 Reclosers and Other Distribution Equipment (RODE)</p> <p>No requests to ADSCOM.</p> <p>Advised of a PAR extension request for C37.66.</p> | Nenad Uzelac |

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| 12 | Switchgear Assemblies (SA) No requests to ADSCOM. SA will rotate officers at the end of the calendar year, with Mike Lafond assuming the role as chair. | Doug Edwards |
| 13 | Standards Actions for ADSCOM See F16ADSCOMa2 for additional details. Twenty-five Committee documents are on IEEE's list for expiration in 2018 – all are being actively worked on. Nine documents have 2016 expiring PARs, but all of these have either requested PAR extensions, or have been submitted to REVCOM for approval at the December meeting. | Michael Wactor |
| <u>Other Requests to ADSCOM</u> | | |
| 14 | Registrar No requests to ADSCOM. | Ken Edwards |
| 15 | Webmaster <ul style="list-style-type: none"> • <i>Spreadsheet for website updates is mandatory with meeting minutes.</i> http://www.ewh.ieee.org/soc/pes/switchgear/subcommittees/Subcommittee_Table.xlsx No requests to ADSCOM. | Ken Edwards |
| 16 | Meeting Coordinator No requests to ADSCOM. | John Webb |
| <u>ADSCOM WORKING GROUP/TASK FORCE REPORTS</u> | | |
| 17 | C37.59 Conversion of Power Switchgear Equipment See F16ADSCOMa3 for additional details. Main efforts are focused on two new sections: compartment adapters and remote racking conversions. Driving towards 2018 goal, with no known issues with meeting that deadline. | Dean Sigmon |
| 18 | C37.100.1 Common Requirements for HV Power Switchgear See F16ADSCOMa4 for additional details. Went to REVCOM yesterday (October 12, 2016) with 98% approval. The Standard requires copyright approval from IEC. Approval won't come until the parallel IEC document's revision is completed next summer. IEEE trying to get copyright approval ahead of that schedule. | Dave Stone |
| 19 | C37.100.2 Capacitor Switching Common Clauses See F16ADSCOMa5 for additional details. Currently under ballot -- expecting a recirculation ballot to be initiated within the next month, or so. A two year PAR extension has been requested. | John Webb for Neil McCord |
| 20 | C37.100.5 Definitions for HVCB and RODE See F16ADSCOMa6 for additional details. | Tom Mulcahy |

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| <p>Since the Spring meeting, the PAR was revised to reduce the scope to HVCB and RODE definitions. Currently working to develop a strategy for reconciling the conflict of +90 definitions overlapping with C37.20.10</p> | |
| 21 | Jean-Marc Torres |
| <p>See F16ADSCOMa7 for additional details.</p> <p>Investigating the possibility for additional support for C37.301 revision from the HVTT Committee. HVTT will review this request for support at their January 2017 meeting.</p> <p>Motion (made by Jean-Marc Torres) to create a C37.301 working group, and proceed with a PAR submittal.</p> <p>Motion was seconded by Mike Wactor.</p> <p>It was noted during discussion that the HVTT support would be welcomed to add depth to the expertise revising this standard.</p> <p>Motion carried unanimously.</p> <p>Jean-Marc Torres appointed WG Chair.</p> | |
| 22 | Francois Soulard |
| <p>See F16ADSCOMa8 for additional details.</p> <p>The task force is writing a definition for “visible break.” Additionally, the task force is attempting to write a document for describing the requirements for, and/or testing of visible break to quantify a visible break condition. The goal is to provide a report to ADSCOM at the Spring 2017 meeting.</p> | |
| 23 | Nenad Uzelac |
| <p>The task force is making progress, and is on target to provide a report at the Spring 2017 meeting.</p> | |
| 24 | Todd Irwin |
| <p>Future Switchgear Committee Meetings</p> <ul style="list-style-type: none"> • 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, (14 Oct – 18 Oct), <i>Kansas City Marriott Downtown, Kansas City, MO</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> <p>The upcoming meetings were highlighted.</p> | |
| <u>Old Business</u> | |
| 25 | Todd Irwin |
| <p>This was our second meeting without Committee supplied paper documents. Very few requests for paper copies, and will continue forward without Committee supplied paper documents. The same documents as historically provided in paper will continue to be provided online via the Committee website, and the meeting schedule, along with and schedule revisions will be provided through the Guidebook app and Guidebook website.</p> | |
| <u>New Business</u> | |
| 26 | Keith Flowers |
| <p>The Secretary was able to confirm quorum during introductions.</p> | |

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| 27 | <p>Discussion on Technology and Innovation in the IEEE PES Switchgear Committee See F16ADSCOMa9 for additional details.</p> <p>Motion (made by Nenad Uzelac): Motions to form a study group to review need for a technology and innovation subcommittee.</p> <p>Motion was seconded by Dean Sigmon. No further discussion. Motion carried unanimously.</p> <p>Task Force: Roy Alexander, Arben Bufi, Jose Jarque, and Nenad Uzelac (Chair)</p> | Nenad Uzelac |
| 28 | <p>ASC (Accredited Standards Committee) C37 Discussion Discussion on this agenda item was deferred until a later date at the request of the presenter.</p> | Paul Sullivan |
| 29 | <p>Items to report to Main Switchgear Committee No items were identified to be reported up to Main Committee.</p> | Todd Irwin |
| 30 | <p>ACTION – SC Chairs send updates to SG Committee Secretary, Keith Flowers (keith.flowers@ieee.org) by November 4, 2016 for the following items:</p> <ul style="list-style-type: none"> • Subcommittee standards status list • Subcommittee meeting minutes and Working Group minutes (Please note the file format has changed to include REV #) • Meeting booklet updates • Officer rotation / changes • List of Working Groups that will be disbanding | Todd Irwin |
| 31 | <p>ACTION – SC Chairs send updates to SG Committee Vice Chair, Todd Irwin (todd.irwin@ieee.org) by November 4, 2016 for the following items:</p> <ul style="list-style-type: none"> • <i>Meeting room requests – Note any rooms that require a certain date/time</i> | Todd Irwin |
| 32 | <p>ACTION – SC Chairs send updates to Webmaster, Ken Edwards (k.s.edwards@ieee.org) and Jeff Mizener (jeff.mizener@ieee.org) by November 4, 2016 for the following items:</p> <ul style="list-style-type: none"> • <i>Subcommittee web page updates</i> | Todd Irwin |
| 33 | <p>Adjourn no later than 9:00am The meeting adjourned at 9:20am.</p> | Todd Irwin |