

**IEEE/PES SWITCHGEAR COMMITTEE  
 MAIN COMMITTEE BUSINESS MEETING AGENDA  
 Charlotte, NC, USA  
 Thursday, April 27, 2017**

	Agenda Item	Presenter
1	<b>Call Meeting to Order</b>	<b>Paul Sullivan – Chairman</b>
<i>Paul Sullivan, Chair of the Switchgear Committee, called the meeting to order.</i>		
2	<b>Introduction of Members &amp; Guests</b>	<b>Paul Sullivan</b>
<i>Self-introductions were made of the attendees.</i>		
3	<b>Attendance and Quorum Check</b>	<b>Keith Flowers</b>
<p><i>Sign-in sheets were circulated. Quorum was verified.</i></p> <p><i>Attendance is documented in:</i>  <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa1REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa1REV0.pdf</a></p> <p><i>The attendees are affiliated with their employer listed in the attendance record, except as noted in the exception report: <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa2REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa2REV0.pdf</a></i></p>		
4	<b>Agenda Review and Approval</b>	<b>Paul Sullivan</b>
<p><i>Proposed agenda was reviewed.</i>  <i>Motion to approve by Ted Olsen.</i>  <i>Motion was seconded by Leslie Falkingham.</i>  <i>Motion carried.</i></p>		
5	<b>Supporter Recognition</b>	<b>Paul Sullivan</b>
<p><b><i>THANK YOU to our financial supporters for this meeting!</i></b></p> <p><b><i>ABB, Cleaveland Price, Eaton, G&amp;W Electric, GE, HICO, Hitachi HVB, H-J, Meramec, Mitsubishi Electric, NEMA, Powell Industries, Schneider Electric, Siemens, Southern States</i></b></p>		
6	<b>IEEE PES Technical Council Overview</b>	<b>Tommy Mayne</b>
<i>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa3REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa3REV0.pdf</a></i>		
7	<b>Approval of Fall 2016 Minutes</b>	<b>Paul Sullivan</b>
<p><i>Minutes from Fall 2016 meeting (<a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2016-2/F16SWGRmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2016-2/F16SWGRmiREV0.pdf</a>) were posted and reviewed.</i>  <i>Minutes were approved by consensus.</i></p>		

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<b>8</b>	<b>Chairman's Report</b>	<b>Paul Sullivan</b>
<p><i>The Switchgear Committee submits an annual report to IEEE PES Tech Council. We did meet our deadline for submittal. A link is posted on our Committee website for the final reports for the past three years. The following link is direct to our 2016 report:</i></p> <p><a href="http://sites.ieee.org/pes-eneews/2017/04/18/switchgear-committee-report-2016/">http://sites.ieee.org/pes-eneews/2017/04/18/switchgear-committee-report-2016/</a></p> <p><i>Switchgear Committee remains an active participant in the PES Tech Council.</i></p> <p><i>The Chair recognized Jeremy Hensberger (who accepted the position as the Committee's registrar), and Jeff Mizener (who accepted the position as the Committee's webmaster). They did an outstanding job in preparing for the Spring 2017 meeting, and the Officers look forward to continue working with these men in their new roles.</i></p>		
<b>9</b>	<b>Switchgear Committee Financial Report</b>	<b>Keith Flowers</b>
<p><i>The Treasurer reported that the Committee in sound financial shape.</i></p> <p><i>The Committee was randomly selected for a financial audit, which is currently underway.</i></p>		
<b>10</b>	<b>Standards Coordinator's Report</b>	<b>Michael Wactor</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17ADSCOMa2REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17ADSCOMa2REV0.pdf</a></p>		
<b>11</b>	<b>Technical Committee Program Coordinator (TCPC)</b>	<b>Alex Lizardo</b>
<p><i>The Switchgear Committee received three papers to review, which had been submitted for the IEEE PES General Meeting – one was accepted.</i></p> <p><i>The Committee is expecting multiple submissions for the T&amp;D Conference next year. As a result, Alex Lizardo will be seeking reviewers as these papers role in. Please consider volunteering for this important activity.</i></p>		
<b>12</b>	<b>Registrar's Report</b>	<b>Jeremy Hensberger</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa4REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa4REV0.pdf</a></p>		
<b><u>Subcommittee Reports</u></b>		
<b>13</b>	<b>Administrative (ADSCOM)</b>	<b>Todd Irwin</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17ADSCOMmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17ADSCOMmiREV0.pdf</a></p> <p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17ADSCOMa10REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17ADSCOMa10REV0.pdf</a> regarding the proposal for a new Technology and Innovation Subcommittee.</p> <p><i>ADSCOM motions to form a new Technology and Innovation Subcommittee. No second required for a motion from a Subcommittee. Motion carried.</i></p> <p><i>Called for volunteers to join the joint Task Force for IEEE C57.142, "Guide to Describe the Occurrence and Mitigation of Switching Transients Induced by Transformers, Switching Device, and System Interaction."</i></p>		

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<b>14</b>	<b>Education, Recognition &amp; Publications (ERP)</b>	<b>John Webb</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa5REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRa5REV0.pdf</a></p> <p><i>Thursday presentation – “Case Studies in Engineering Ethics” – Dan Schiffbauer        Reminder of box lunches being available (for those who purchased in advance)</i></p> <p><i>Reminder was made that the Committee is seeking volunteers to speak at upcoming meetings for Tuesday luncheon and Thursday technical presentations.</i></p> <p><i>Finally, it was noted that the Committee is looking for a LV Transactions paper editor.</i></p>		
<b>15</b>	<b>High Voltage Fuses (HVF)</b>	<b>John Leach</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17HVFmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17HVFmiREV0.pdf</a></p>		
<b>16</b>	<b>High Voltage Switches (HVS)</b>	<b>James Houston</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17HVSmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17HVSmiREV0.pdf</a></p> <p><i>Furthermore, James Houston recognized Jacob Blake as a new member to the HVS Subcommittee.</i></p>		
<b>17</b>	<b>High Voltage Circuit Breakers (HVCB)</b>	<b>Mike Skidmore</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17HVCBmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17HVCBmiREV0.pdf</a></p> <p><i>Additionally, it was noted that C37.04 and C37.09 will be applying for PAR extensions.</i></p>		
<b>18</b>	<b>Low Voltage Switchgear Devices (LVSD)</b>	<b>Dave Dunne</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17LVSDmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17LVSDmiREV0.pdf</a></p>		
<b>19</b>	<b>Reclosers and Other Distribution Equipment (RODE)</b>	<b>Nenad Uzelac</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17RODEmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17RODEmiREV0.pdf</a></p> <p><i>RODE will be drafting a PAR for a standard for switchgear enclosures.</i></p> <p><i>RODE has initiated a new task force regarding recloser interfaces.</i></p>		
<b>20</b>	<b>Switchgear Assemblies (SA)</b>	<b>Mike Lafond</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SAmiREV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SAmiREV0.pdf</a></p>		

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**Liaison Reports**

<b>21</b>	<b>Accredited Standards Committee C37</b>	<b>John Webb</b>
<p><i>NEMA is responsible for the C37.5x series of standards, along with C37.85. These standards become ANSI recognized standards via approval from a balanced ANSI accredited standards committee (ANSI ASC C37, in this case). ASC C37 has been nonfunctional for the last few years due to a lack of balance – a result of mass retirements among the utility voting members.</i></p> <p><i>Recently, ASC C37 has been reconstituted with a new group of users. The ASC C37 committee has since balloted (and approved) the operating procedures. Along with this recent flurry of activity, two standards – ANSI C37.50 and ANSI C37.51 – are currently out for ballot, with ballots due to close in early May 2017.</i></p> <p><i>The balance of the ANSI C37.5x series, along with ANSI C37.85, are expected to be sent out for ballot within the next 1 – 2 years.</i></p> <p><i>Officer rotation for ASC C37 also took place this year, with John Webb assuming the role as Chair from Ted Olsen.</i></p>		

<b>22</b>	<b>Short Circuit Test Liaison of the Nations of the Americas (STLNA)</b>	<b>Tom Stefanski</b>
<p>See <a href="http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRe7REV0.pdf">http://www.ewh.ieee.org/soc/pes/switchgear/minutes/2017-1/S17SWGRe7REV0.pdf</a></p>		

<b>23</b>	<b>CIGRÉ</b>	<b>Nenad Uzelac</b>
<p><i>CIGRE USNC has issued a call for papers for the 2018 CIGRE conference, which closes on April 28, 2017.</i></p> <p><i>Registration is open for CIGRE international Colloquium in Winnipeg (Sep 30 – Oct 6, 2017)</i>  <a href="https://cigrewinnipeg2017.com/registration/">https://cigrewinnipeg2017.com/registration/</a></p> <p><i>If someone is interesting to receive CIGRE call for experts, and they are not CIGRE member, contact Nenad Uzelac.</i></p>		

**Old Business**

<b>24</b>	<b>Organization and Procedures Manual for Switchgear Committee</b>	<b>Ted Olsen - Past Chair</b>
<p><i>The Committee's Policies and Procedures document (which allows the Committee to conduct standards work) is scheduled to expire at the end of 2017. Ted Olsen is working on the PES P&amp;P template on behalf of IEEE-AudCom.</i></p> <p><i>The Committee Officers will send out a draft copy prior to the Fall 2017 meeting, with a goal of obtaining Committee approval at the Fall Committee meeting. Upon Committee approval, the Committee's P&amp;P Manual will be submitted to IEEE-SA AudCom for final approval.</i></p>		

<b>25</b>	<b>Maintain your 123 Signup Profile</b>	<b>Paul Sullivan</b>
<p><i>All attendees are encouraged to keep your 123 Signup profile up to date. Typically this is the only way that the Committee can reach out to its members and other attendees. Meeting announcements and other notifications are sent to the email addresses within your 123 Signup account. Also, the information printed on the rosters, and on the name badges is pulled directly from 123 Signup.</i></p> <p><i>You can maintain your 123 Signup profile at the following address:</i>  <a href="https://www.123signup.com/profile?Org=IPSC2">https://www.123signup.com/profile?Org=IPSC2</a></p>		

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<b><u>New Business</u></b>		
<b>26</b>	<b>Quorum Verification</b>	<b>Keith Flowers</b>
<p style="text-align: center;"><i>Quorum was confirmed. 65 of 87 members were in attendance, along with two honorary members and 75 guests.</i></p>		
<b>27</b>	<b>Future PES Meetings of Interest</b>	<b>Paul Sullivan</b>
<p style="text-align: center;">Refer to: <a href="http://www.ieee-pes.org/meetings-and-conferences">http://www.ieee-pes.org/meetings-and-conferences</a></p>		
<b>28</b>	<b>Future Switchgear Committee Meetings</b>	<b>Paul Sullivan</b>
<ul style="list-style-type: none"> <li>• <i>Fall 2017 (8 Oct – 13 Oct), Marriott Portland Sable Oaks, Portland, ME</i></li> <li>• <i>Spring 2018 (22 Apr – 27 Apr), Disney’s Contemporary Resort, Lake Buena Vista, FL</i></li> <li>• <i>Fall 2018 (14 Oct – 18 Oct), Kansas City Marriott Downtown, MO</i></li> <li>• <i>Spring 2019 (28 Apr – 01 May), Hilton, Burlington, VT</i></li> <li>• <i>Fall 2019 (06 Oct – 10 Oct), Catamaran Resort, San Diego, CA</i></li> </ul>		
<b>29</b>	<b>Adjourned at 11am</b>	<b>Paul Sullivan</b>