

RODE C37.68 Controls Working Group Meeting Minutes

October 10, 2017 – Portland, Maine



Chair: Paul Found

Vice-Chair: Karla Trost

Meeting Minutes

1. Call to Order

Paul Found

The meeting was called to order at 2:00PM.

2. Introduction of Members and Guests

3. Attendance and Quorum Check

As this was a new meeting, any attendees who requested membership were granted membership. 15 attendees requested membership (including the Chair and Vice-Chair). There were 28 total attendees.

As this was a first meeting, there were no previous minutes.

4. 6.3.2 Call for Patents

Paul Found

The chair or the chair's delegate of an IEEE standards-developing working group or the chair of an IEEE standards Sponsor shall be responsible for informing the participants at a meeting that if any individual believes that Patent Claims might be Essential Patent Claims, that fact should be made known to the entire working group and duly recorded in the minutes of the working group meeting. This request shall occur at every standards-developing meeting once the PAR is approved by the IEEE-SA Standards Board.

The chair or the chair's delegate shall ask any patent holder or patent applicant of a Patent Claim that might be or become an Essential Patent Claim to complete and submit a Letter of Assurance PDF format in accordance with Clause 6 of the IEEE-SA Standards Board Bylaws. Information about the draft standard will be made available upon request.

No patent claims were made.

5. Review of Agenda

Paul Found

As this was a first meeting, an agenda was not sent out in advance.

Paul presented a proposed agenda, there were no comments.

6. Update on work to date and review of PAR, draft structure, and previous task force report

Paul Found

- RODE held a Webex on May 3, 2017 to finalize the contents of the PAR. The PAR was approved by NesCom on September 28, 2017
- A quick background on the previous task force work was provided.

- A few questions were posed about the scope of the PAR including any possible limitations to the word “environment” as well as the applicability of usage of this standard by other groups.
- Two possible structures were presented and then discussion was held. (Attached)
 - Several times it was mentioned that a table would help guide the users to the applicable sections for each type of application use (Pad-mount/Pole mount/ vault)
- Question, is there any concern about existing / future equipment standards conflicting with these requirements? Yes, this has a been raised as a concern and we will have to note this as the document is drafted.
- Should we reach out to the relay group (37.90, and others?) Yes, we need to reach out. There is one standard that may overlap that we just learned about.
 - Request for participants to reach out through their companies for interested parties who would be willing to assist this group with the work.
 - Paul will request that RODE and the Switchgear Committee assist with connecting to the other groups.
- The document will be main available for viewing to working group members.

7. Next Steps

- Request for volunteers to review and extract content from previous technical report, review other standards for conflicts, and propose any new requirements.
- There was a request to discuss the project milestones.
 - Draft outline of standard clauses and include specific guides within key sections: Spring 2018
 - Review of existing information in comparison to the outline: Fall 2018
 - Review gaps: Spring 2019
 - Draft verbiage/ tests to cover the gaps: Spring 2020
 - Compile initial ballot draft: Fall 2020
 - Draft for Initial Sponsor Ballot: December, 2020
- Volunteers to help with the outline:
 - Nenad, Francois, Ian, Mark, Travis, Karla, Paul
 - This should follow the 2nd structure that was presented.
 - Key sections should be detailed enough to act as a guide for the document.

8. Next meeting:

- The outline team will meet via webex and/or conference calls between now and the next working group meeting.
- The next working group meeting will take place at the Spring Switchgear Committee Meeting the week of April 23, 2018 in Lake Buena Vista, FL.

9. Adjournment

The meeting was adjourned at 3:44PM.

Annex: Attendance

	First Name:	Last name	Member	Company	Present
1	Paul	Found	Chair	BC Hydro	X
2	Karla	Trost	Vice Chair	G&W Electric	X
3	Ian	Rokser	Member	Eaton	X
4	Mark	Feltis	Member	Schweitzer Engineering Labs	X
5	Bruce	Venne	Guest	Rockwell Automation	X
6	Travis	Johnson	Member	Xcel Energy	X
7	Jeff	Golarz	Member	IntelliSAW	X
8	Brendan	Kirkpatrick	Guest	Southern California Edison	X
9	Pete	Meyer	Member	S&C Electric	X
10	Jeremy	Hensberger	Member	MEPPI	X
11	Frank	DeCesaro	Guest	Eaton	X
12	Jen	Hunter	Member	MEPPI	X
13	Kate	Cummings	Member	G&W Electric	X
14	David	Beseda	Guest	S&C	X
15	Antone	Bonner	Guest	Eaton	X
16	Edgar	Dullni	Guest	ABB	X
17	Steven	Meiners	Guest	GE	X
18	Nenad	Uzelac	Member	G&W Electric	X
19	Bob	Behl	Guest	ABB	X
20	Chris	Lettow	Guest	S&C Electric	X
21	Benson	Lo	Member	Toronto Hydro	X
22	Francois	Soulard	Member	Hydro-Quebec	X
23	Matt	Hussey	Guest	Eaton	X
24	Ryan	Kowdley	Guest	Pacific Gas & Electric	X
25	Frank	Lambert	Member	GT/NEETRAC	X
26	Koustubh	Ashtekar	Guest	Eaton	X
27	Anil	Dhawan	Guest	ComEd	X
28	Edwin	Almeida	Guest	Southern California Edison	X
29	William (Bill)	Ernst	Member	Thomas & Betts	

Annex: Proposals

Proposal 1

Draft Structure

Based on Equipment Application

Section	Topic/ Inclusions
1	Scope
2	Normative References
3	Definitions
4	Applications, required related capabilities, and test requirements 4.1 General 4.2 Pole Mounted 4.3 Pad-mounted 4.4 Vault (Dry and Wet)
5	Design (Type) Tests Software, mechanical, electrical, operational/life
6	Production (Routine) Tests

Proposal 2

Draft Structure

Based on Performance Factors

Clause X.0	X.1 Application	X.2 Design	X.3 Testing
eg. Environmental			
	eg. Condensation	Shall be designed to mitigate	IEC 60068-2-38 – 2009 Enviro Testing Hi Temp/ Humidity, Cold

[C37.68 Structure Options](#)