

IEEE Switchgear Committee

Education, Recognition, and Publication Subcommittee Meeting

April 25th, 2018
Lake Buena Vista, FL

Minutes of Meeting

1. Meeting called to order at 12:20.
A quorum was present. Absent members were: Kirk Smith and Nenad Uzelac
2. Minutes of the prior meeting were approved without corrections
3. Review of Awards – Status and Preparation

PES Awards		
PES Prize Paper	27 Nov	<i>Fall Meeting</i>
PES WG – Tech Report	14 Nov	<i>Fall Meeting</i>
PES WG – Std or Guide	14 Nov	<i>Fall Meeting</i>
Technical Committee Awards		
TC Prize Paper	14 Nov	
TC Distinguished Individual Service Award	14 Nov	
TC WG Recognition for Technical Report		
TC WG Recognition Standard or Guide.		
IEEE SA Level		
Medallion	31 Jul	
International	31 Jul	
Distinguished Service	31 Jul	
WG Award	Auto	
Technical Council Level		
Distinguished Service		
Young Professional Award	1 Dec.	
Switchgear Committee Internal Awards		
Past Committee Chair		Paul Sullivan
Past Subcommittee Chair		
Honorary Members		Kirk Smith Leslie Falkingham
Deceased Members		Jim Smith

4. Honorary Members Additions:
Kirk Smith, Leslie Falkingham

5. Report of Technical papers (Kirk Smith)
 - 5.1. Kirk Smith absent; no report provided.
 - 5.2. Need volunteer to assist on LV Papers
6. Advanced IEEE Membership Grades:
 - 6.1. Switchgear committee Fellows Task Force
 - Form a group under ERP with Fellows as advisors and a Non-Fellow to act as a coordinator for the effort.
 - Proposing only 1 individual per year is not a winning strategy
7. Awards to be recognized at Main Committee Meeting:
 - 7.1. PES Technical Council Distinguished Service: Ted Olsen
8. Technical presentations
 - 8.1. Spring 2018:
 - 8.1.1. Tuesday: Innovation as a Lightning Bolt
 - 8.1.2. Thursday: HVDC Develop and Applications – Joanne Hu / Rene Smeets
 - 8.2. Fall 2018:
 - 8.2.1. Jeff Mizner has a presenter who could work via WebEx / Skype to remotely present. Need details; John to confirm hotel infrastructure can support.
 - 8.2.2. Thursday: Need Presentation (Proposal made to ask Ted Olsen on one or more of most appropriate Tech Topics papers)
9. Old Business
 - 9.1. Waive fees for IEEE Student Members to attend meeting when near a college or university. Agreed to support up to 15 one-day passes for EE students at universities near meetings. So far not promoted at any meeting sites.
 - 9.1.1. Todd Irwin for KC; in General Brad Armstrong will coordinate
 - 9.2. Routine training seminars in Committee software tools
 - [Add Box Lunches for purchase @ std. pricing to meeting registration]
 - 9.2.1. AMS – Jeremy Hensberger conducted in S18
 - 9.2.2. Word Template – Solicit IEEE to support with instructor
 - 9.2.3. iMeetCentral
 - 9.2.4. My Project
 - 9.3. AMS fields – IEEE Membership Grade added
10. Media / Publicity position
 - Brad Armstrong – Need change to procedures to add position as ERP member.
 - Add position description as a document (file under iMeetCentral?)
11. New Business
 - 11.1. Replacement for TCPC – Alex Lizardo has change jobs and resigned. Also to officially structure position under ERP. Recruitment is in progress.
 - 11.2. Alan Morse to Replace John Webb as chair of ERP

Adjourn at: 1:25 pm

Education Recognition and Publications Subcommittee Attendance

Role	Name	Attendance
Chair, ERP	John Webb	Present
Chair, Switchgear Cmte	Todd Irwin	Present
Vice-Chair, Switchgear Cmte	Keith Flowers	Present
Secretary, Switchgear Cmte	Doug Edwards	Present
Immediate Past Chair, Switchgear Cmte	Paul Sullivan	Present
Chair, HVCB Subcommittee	Mike Skidmore	Present
Chair, HVF Subcommittee	John Leach	Present
Chair, HVS Subcommittee	Jim Houston	Present
Chair, LVSD Subcommittee	David Dunne	Present
Chair, RODE Subcommittee	Francois Soulard	Present
Chair, SA Subcommittee	Mike Lafond	Present
Chair, T&I Subcommittee	Nenad Uzelac	Absent
Fellows Coordinator	Leslie Falkingham	Present
Transaction Editor (HV)	Kirk Smith	Absent
Transaction Editor (LV)	(Vacant)	
Tech. Council Programs Coordinator (TCPC)	(Vacant)	
[Pending:] Switchgear Cmte Communications	Brad Armstrong	Present
[Incoming Chair]	Allan Morse	Present