

**IEEE Switchgear Committee**  
**Education, Recognition, and Publications Subcommittee**  
**Meeting Minutes**

October 17, 2018  
Kansas City, MO

1. Meeting was called to order at 12:15. Introductions and affiliations were provided. A quorum was present.
2. Minutes of the Spring 2018 meeting were reviewed and unanimously approved without corrections by motion of Keith Flowers and second by Jim Houston.
3. Awards status - The spreadsheet of upcoming awards nominations was reviewed and nomination assignments were made. The chair will individually follow up with the nominators to ensure timely submission of upcoming nominations. An interim teleconference will be scheduled to review potential working group award submissions once a spreadsheet of eligible awards is received from IEEE-SA.
4. TCPC Report – Alex Lizardo has received approval from her employer to continue in this role and submitted a report which Todd Irwin will share during the Main Committee meeting.
5. Report of Transactions Technical Paper Editors (Kirk Smith / Kevin Sippel) – Kevin Sippel has agreed to serve as the new LV Transactions Technical Paper Editor. Presently there are no papers to be reviewed. A training teleconference will be scheduled for Kevin to be trained by Alex and Kirk.
6. Advanced IEEE Membership Grades – Fellows nominations were opened October 8. The following four nominations are expected to be submitted:  
John Leach – nominated by John Webb  
Kirk Smith – nominated by Bill Long  
Ted Olsen – nominated by Allan Morse  
George Becker – nominated by John Brunke
7. Switchgear Committee Fellows Task Force – The plan is to form a group under ER&P with Fellows as advisors and a Non-Fellow to act as a coordinator for the effort. We are still recruiting a coordinator. This has been added into the P&P and O&P. Allan Morse will develop a job description and continue recruiting.
8. Awards to be recognized at Main Committee Meeting – Members and chairs of working groups C37.015, C37.59, C37.24, C37.100.2 and C37.06.1 will receive their certificates and plaques during the Main Committee meeting. The chair will continue to work with Erin Spiewak to resolve the backlog of working group awards and to improve the timeliness of these awards in the future.
9. Technical presentations – the following are the presentations for this meeting and the ideas suggested for future meetings:
  - 9.1. Fall 2018
    - 9.1.1. Tuesday: Utility-grid Intertied Photovoltaic Systems – Dan Lepinski
    - 9.1.2. Thursday: Greenhouse Gas Emission Reductions from Electric Power Equipment through use of Sustainable Alternatives to SF6 – John Owens – 3M
  - 9.2. Future Meetings

- 9.2.1. Tuesday: IEEE Fellows Process – speaker tbd  
Lubrication Aging Qualification – Framatome, others?  
History of SF6
- 9.2.2. Thursday: Modeling Plant Generation Systems or High-Energy Arcing  
Faults – Jim Sharkey  
Test Report Interpretation – Rob Warren  
Shunt Reactor Switching – David Peelo; Others?  
Microgrid Tour - Fort Worth  
Panel Session – DER  
Batteries / Energy Storage – Reno (Tesla)
- 10. Old Business
  - 10.1. 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. Todd Irwin sent email to KC IEEE PES/IAS chapter for F18. There were no students but there was some local participation from Burns and McDonnell engineers.
  - 10.2. Monday training seminars [Box lunches available for purchase]
    - 10.2.1. IEEE SA Word Template – Patrick Gibbons - F18
    - 10.2.2. iMeetCentral
    - 10.2.3. My Project
    - 10.2.4. P&P / O&P / WG procedures (Spring)
  - 10.3. AMS fields – IEEE Membership Grade added
- 11. Marketing & Communications Report - Brad Armstrong - Need change to P&P/O&P to add position as ERP member and to add position description as a document. Todd Irwin will provide the name of the replacement for Angelica at the PES Tech Council level so that Brad can coordinate with them.
- 12. New Business
  - 12.1. Mentoring Program for WG Chairs / Officers – A need has been identified to develop pipeline for future working group chairs and officers via a mentoring program. It was suggested that we might start with O&P/P&P training session. Other suggestions included developing list of WG/committee officers, adding badge ribbons, and developing a searchable database of experts.
  - 12.2. Poster session ideas for PES General Meeting, T&D Conference - Nenad Uzelac volunteered to develop a template for a poster session and Alternative Gases will be used as a sample
  - 12.3. PDH certificates for future meetings – it was suggested by Keith Flowers that we investigate issuing PDH certificates for the working group and other meetings and not just for the Thursday presentation as is done by the Traction Power committee and others. Mike Skidmore volunteered to take responsibility to help organize and setup this process and hopefully implement for the Spring meeting.
- 13. Meeting adjourned at 1:23 PM.

Education Recognition and Publications Subcommittee Attendance

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