

Minutes of WG PC37.12.1  
Recommended Practice for Instruction Manual Content  
Monday, October 15<sup>th</sup>, 2018  
1:30PM – 3:15PM  
KC Marriott Downtown, Kansas City, MO

I Welcome

II Introductions

Meeting opened with 29 individuals in attendance: 11 of 17 members and 18 guests. The Chair of the working group, Ken Edwards was not able to attend; acting as chair of the meeting was John Webb, vice-chair of the WG; the Secretary of the meeting was Tony Ricciuti.

III The Agenda was reviewed, there were no requests for modifications.

A call for additions or corrections to the published minutes was made without comment from those present. Motion to approve the minutes was made by Curtiss Frazier, seconded by Neil Hutchins, and approved unanimously by voice vote.

IV A call for knowledge of essential patents was made, no respondents.

V Old Business

a. Resolution of comments from the most recent ballot.

b. The dispositions of comments from the final recirculation is as follows:

#of Comments	Disposition					Grand Total	
	Category	(blank)	Accept	Table	Reject		Revise
Editorial			1				1
General						1	1
Technical							
<b>Grand Total</b>			<b>1</b>		<b>1</b>		<b>2</b>

VI New Business

a. Motion was made and seconded to submit the draft to RevCom, and approved unanimously by voice vote.

The Chair adjourned the meeting at 1:45 PM

VII Membership

No Working Group Members have been demoted to “Guest” status.

No Working Group Guests have been elevated to “Member” status.

Attachments: (1) Membership and Attendance list.

John C. Webb  
Vice-Chair

PC37.12.1 Membership and Attendance 15 Oct. 2018

Subgroup Name	Role	First Name	Last Name	Company	10/11/2017	4/25/2018	10/15/2018
C37.12.1	Chair	Ken	Edwards	FirstEnergy Corp.			
C37.12.1	Vice-Chair	John	Webb	ABB	X	X	
C37.12.1	Secretary	Anthony	Ricciuti	Eaton Corporation	X	X	X
C37.12.1	Member	Patrick	Di Lillo	Consolidated Edison Co. of NY,	X	X	X
C37.12.1	Member	Robert	Foster	Megger	X		X
C37.12.1	Member	Raymond	Frazier	Ameren	X	X	X
C37.12.1	Member	Jennifer	Hunter	MEPPI	X	X	X
C37.12.1	Member	Roy	Hutchins	Southern Company Services	X	X	X
C37.12.1	Member	Todd	Irwin	GE Grid Solutions	X	X	X
C37.12.1	Member	Thomas	Keels	Salt River Project	X	X	X
C37.12.1	Member	Andrew	Peterson	ABB	X	X	X
C37.12.1	Member	Dean	Sigmon	Eaton Corporation	X	X	X
C37.12.1	Member	Michael	Skidmore	AEP		X	X
C37.12.1	Member	Scott	Lanning	S&C Electric	X	X	
C37.12.1	Member	Neil	McCord	KEC Precision	X	X	
C37.12.1	Member	Devki	Sharma	Entergy		X	
C37.12.1	Guest	Michael	Boulus	PSE&G			X
C37.12.1	Guest	Emily	Eftink	Burns & McDonnell			X
C37.12.1	Guest	Tanner	Esco	Eaton Corporation			X
C37.12.1	Guest	John	Hall	Tennessee Valley Authority		X	X
C37.12.1	Guest	Victor	Hermosillo	GE Grid Solutions			X
C37.12.1	Guest	Christopher	Jarnigan	Southern Company Services		X	X
C37.12.1	Guest	Cory	Johnson	Bonneville Power Administration			X
C37.12.1	Guest	Vincent	Marshall	Southern Company Services	X	X	X
C37.12.1	Guest	Steven	May	Southern Company Services		X	X
C37.12.1	Guest	Dave	Mitchell	Dominion Energy			X
C37.12.1	Guest	Charles	Morse	Siemens Industry, Inc.	X		X
C37.12.1	Guest	Miklos	Orosz	Myers Controlled Power			X
C37.12.1	Guest	Thomas	Pellerito	DTE Energy	X	X	X
C37.12.1	Guest	Chase	Schaben	Burns & McDonnell			X
C37.12.1	Guest	Carl	Schuetz	American Transmission Company (ATC)			X
C37.12.1	Guest	Jon	Schumann	American Transmission Company			X
C37.12.1	Guest	Don	Steigerwalt	Duke Energy		X	X
C37.12.1	Guest	Xi	Zhu	GE Energy Management			X
C37.12.1	Guest	Chris	Ambrose	Federal Pacific (Div. of Electro-Mechanical Corp.)			
C37.12.1	Guest	Mauricio	Aristizabal	ABB			
C37.12.1	Guest	Brad	Armstrong	Meramec Instrument Transforr	X		
C37.12.1	Guest	Aasim	Atiq	Siemens Industry			
C37.12.1	Guest	Roy	Ayers	Nashville Electric Service			
C37.12.1	Guest	Jean-Marc	Biasse	Schneider Electric			

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C37.12.1	Guest	Jeffrey	Brogdon	Georgia Transmission			
C37.12.1	Guest	Steven	Brown	Allen & Hoshall			
C37.12.1	Guest	Raymond	Browning	FirstEnergy Corp.			
C37.12.1	Guest	Arben	Bufi	Hitachi T&D Solutions, Inc.			
C37.12.1	Guest	Stephen	Cary	ABB			
C37.12.1	Guest	David	Caverly	Trench Ltd.			
C37.12.1	Guest	Chih	Chow	PEPCO			
C37.12.1	Guest	Michael	Christian	ABB	X		
C37.12.1	Guest	Dave	Collette	Mitsubishi Electric			
C37.12.1	Guest	Michael	Crawford	Mitsubishi Electric	X		
C37.12.1	Guest	Bernie	Dwyer	PECO			
C37.12.1	Guest	John	Eastman	Franklin Electric- Grid Solutions			
C37.12.1	Guest	Doug	Edwards	Siemens Industry, Inc.			
C37.12.1	Guest	Howard	Fennell	Nashville Electric Service			
C37.12.1	Guest	Michael	Flack	Southern Company Services, Inc.		X	
C37.12.1	Guest	Paul	Fox	Schneider Electric			
C37.12.1	Guest	Anne	Good	Netshape Technologies, Inc.			
C37.12.1	Guest	Christian	Heinrich	Siemens AG			
C37.12.1	Guest	Jeremy	Hensberger	Mitsubishi Electric Power Products Inc.			
C37.12.1	Guest	Alexander	Hoover	Siemens Industry	X		
C37.12.1	Guest	Joseph	Jasinski	ITC Holdings Corp.	X	X	
C37.12.1	Guest	David	Johnson	Self-Employed			
C37.12.1	Guest	Joe	Kausek	FirstEnergy			
C37.12.1	Guest	Brad	Leccia	Eaton			
C37.12.1	Guest	Paul	Leufkens	Power Projects Leufkens			
C37.12.1	Guest	Hua Ying	Liu	Southern California Edison			
C37.12.1	Guest	Antonio	Mannarino	PSE&G			
C37.12.1	Guest	Ricardo	Martinez	CFE-LAPEM			
C37.12.1	Guest	Joel	Mathewson	Siemens			
C37.12.1	Guest	Timothy	McGee	Siemens Energy			
C37.12.1	Guest	Tom	Mulcahy	Dominion Virginia Power			
C37.12.1	Guest	Brian	ONeil	CE Power Engineered Services			
C37.12.1	Guest	Mary	Owens	Eaton			X
C37.12.1	Guest	John	Phouminh	PEPCO HOLDINGS, INC.	X	X	
C37.12.1	Guest	Zachary	Pintado	Entergy			
C37.12.1	Guest	Iulian	Profir	Rockwell Automation			
C37.12.1	Guest	Syed	Rahman	The United Illuminating Company			
C37.12.1	Guest	Dave	Riffe	Westinghouse Electric Company			X
C37.12.1	Guest	Brian	Roberts	Southern States, LLC			
C37.12.1	Guest	Richard	Rohr	Powell Electrical Systems	X		

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C37.12.1	Guest	Ian	Rokser	Eaton Corp			
C37.12.1	Guest	Daniel	Schiffbauer	Toshiba International Corporation			
C37.12.1	Guest	Harish	Sharma	Southern Company			
C37.12.1	Guest	Sushil	Shinde	ABB Inc.			
C37.12.1	Guest	Erin	Spiewak	IEEE			
C37.12.1	Guest	Kresimir	Starcevic	DNV GL KEMA Laboratories			
C37.12.1	Guest	Kyle	Stechschulte	AEP			
C37.12.1	Guest	Dragan	Tabakovic	Meramec Hubbell Power Systems			
C37.12.1	Guest	Humayun	Tariq	American Electric Power			
C37.12.1	Guest	Jean-Marc	Torres	Eaton Corporation			
C37.12.1	Guest	Vernon	Toups	Siemens		X	
C37.12.1	Guest	Karla	Trost	G&W Electric			
C37.12.1	Guest	Jeffrey	Ward	Doble Engineering Company		X	
C37.12.1	Guest	Casey	Weeks	Siemens Energy			
C37.12.1	Guest	Michael	Whitney	S&C Electric Company		X	
C37.12.1	Guest	Matthew	Williford	Schneider Electric			
C37.12.1	Guest	Terrance	Woodyard	Siemens Industry Inc.			
C37.12.1	Guest	Larry	Yonce	Eaton Corporation			
C37.12.1	Guest	Li	Yu	Eaton Corporation		X	
C37.12.1	Guest	Wei	Zhang	Hitachi T&D Solutions, Inc.			

Members	17	13	14	11
Guests	84	10	15	18
Total	101	23	29	29