

**IEEE/PES SWITCHGEAR COMMITTEE
 MAIN COMMITTEE BUSINESS MEETING MINUTES
 Kansas City, MO, USA
 Thursday, October 18, 2018**

Item	Description	Presenter
1	Call Meeting to Order	Todd Irwin – Chairman
<i>Called to order at 10:00 AM.</i>		
2	Introduction of Members & Guests	Todd Irwin
<i>Self-introductions with affiliations were made by the attendees.</i>		
3	Attendance and Quorum Check <ul style="list-style-type: none"> • <i>Rosters are being passed around.</i> • <i>Sign only one.</i> • <i>Add your name and affiliation information if you are not on the list.</i> 	Doug Edwards – Secretary
<p><i>Sign-in sheets were circulated. Quorum was verified.</i></p> <ul style="list-style-type: none"> • <i>83 members + 1 Corresponding and Honorary member = 84 Main Committee Members for Quorum Check Thus 42 members required for quorum.</i> • <i>Actual Attendance:</i> <ul style="list-style-type: none"> ○ <i>63 Members (quorum met)</i> ○ <i>57 Guest</i> ○ <i>120 Total attendees</i> <p><i>Attendance is documented in at the end of this document and is maintained in 123Signup.</i></p>		
4	Agenda Review and Approval	Todd Irwin
<p><i>Proposed agenda was reviewed. Motion to approve by: Dan Hrnccir Motion seconded by: Mike Lafond Motion carried.</i></p>		
5	Recognition	Todd Irwin
<p><i>THANK YOU to our financial supporters for this meeting!</i></p> <p><i>ABB, Cleaveland Price, Doble, Eaton, Electronsistem MD, G&W Electric, GE Grid Solutions, HICO, Hitachi T&D, H-J, Meramec, Mitsubishi Electric, NEMA, Powell Industries, S&C Electric, Schneider Electric, Siemens, Southern States</i></p>		
6	Approval of Spring 2018 Minutes	Todd Irwin
<p><i>Motion to approve: Neil Hutchins Motion seconded: Allan Morse Motion carried.</i></p>		

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7	Chairman's Report <ul style="list-style-type: none"> • Technical Council Report 	Todd Irwin
<p><i>See: Chair's Report</i></p> <p><i>7.1. Recognition of loss – Dean Sigmon's son passed September 29, 2018.</i></p> <ul style="list-style-type: none"> • <i>Moment of silence.</i> <p><i>7.2. Meetings, Reports, Marketing</i></p> <ul style="list-style-type: none"> • <i>Aug 8: General Meeting: IEEE PES Swgr report given</i> • <i>Nov 29 – 30: Strategic Planning Session</i> • <i>Jan 31, 2019: Annual report due. Watch for request for information and reports from S/C's.</i> • <i>Aug 4 – 8, 2019: 2019 IEEE PES General Meeting – Soliciting papers + tutorials + posters on WG/TF activities</i> • <i>IEEE Resource Center – Seeking webinars & tutorials, Technical Reports</i> • <i>New Committee Flyer created and reminder of Letter to Managers on Website.</i> <p><i>7.3. 123Signup Standardization</i></p> <ul style="list-style-type: none"> • <i>GDPR issues addressed – Emails removed from attendance rosters.</i> • <i>Per AdsCom, all Groups where attendance is required shall use 123Signup. For Co-Sponsored groups (e.g. C37.20.9), must handle for now outside of 123Signup. In the future, IEEE PES Switchgear groups should be able to use 123Signup in coordination with other IEEE PES Committees.</i> • <i>Update your profile</i> <p><i>7.4. Officer rotation reminder for S/C's</i></p> <ul style="list-style-type: none"> • <i>Per Swgr PnP, for S/C's rotation is at least every three (3) years.</i> • <i>SA S/C: Michael Lafond's last meeting as SA Chair. Tom Hawkins recommended as SA S/C Chair.</i> • <i>HVCB: Mike Skidmore last meeting as HVCB Chair. Victor Hermosillo recommended as HVCB Chair.</i> • <i>HVF: John Lynch last meeting as HVF Chair. Jim Wenzel recommended as HVF Chair.</i> <p><i>7.5. Non-Commercial policies</i></p> <p><i>7.6. Conference Fees</i></p> <ul style="list-style-type: none"> • <i>Due to cost increases, conference fees will be increased for the next meeting.</i> 		
8	Switchgear Committee Financial Report	Doug Edwards
<p><i>IEEE PES Switchgear Committee is in sound financial position.</i></p>		
9	Standards Coordinator's Report	Michael Wactor – Standards Coordinator
<p><i>See: Standards Coordinator Report</i></p> <p><i>Summary:</i></p> <p><i>All documents made RevCom agenda for December 2018 except one (1) document and this one document is in process for re-instatement in early 2019.</i></p> <p><i>Reminder: Request that all Subcommittee Chairs send their status updates no later than (NLT) 30 days prior to the Spring and Fall face-to-face meetings.</i></p>		
10	Technical Committee Program Coordinator (TCPC)	Todd Irwin (for Alex Lizardo)
<ul style="list-style-type: none"> • <i>Impact of High Coupled Split Reactor on the RRRV in the Interrupting Process of Parallel Circuit Breakers" was accepted as a poster session and was presented in August at the IEEE PES General Meeting held in Portland, OR.</i> • <i>Calls for papers were sent out last week for the next meeting to be held August 4-8, 2019 in Atlanta, Georgia. The theme of the meeting is: "Expect Uncertainty, Prepare to Adapt." For topic examples please visit: http://pes-gm.org/2019/images/pdfs/GM2019-CallforPapers.pdf</i> 		

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11	Registrar's Report	Jeremy Hensberger – Registrar
<i>See: Registrar's Report</i>		
<u>Subcommittee Reports</u>		
12	Administrative (ADSCOM) <ul style="list-style-type: none"> • General Data Protection Regulation (GDPR) 	Keith Flowers – Vice-Chair
<i>See: IEEE GDPR Erin Spiewak Presentation (GDPR)</i> <ul style="list-style-type: none"> • <i>No specific request from AdsCom..</i> 		
13	Education, Recognition & Publications (ERP) <ul style="list-style-type: none"> • Updates • Thursday presentation – “Greenhouse Gas Emission Reductions from Electric Power Equipment through use of Sustainable Alternatives to SF6” – John Owens (3M) • Box lunches (for those who purchased in advance) • The Committee is seeking volunteers to speak at upcoming meetings for Tuesday luncheon and Thursday technical presentations. 	Allan Morse
<i>See: ERP Report</i> <i>Presentations: ERP always seeking and welcomes volunteers to speak at upcoming meetings for Tuesday luncheon and Thursday technical presentations.</i> <i>Forming a Fellows Nomination Task Force. Soliciting leader for TF.</i> <i>Awards provided to WG's:</i> <ul style="list-style-type: none"> • C37.06.1 • C37.015 • C37.24 • C37.59 • C37.100.2 <i>Paper Review Coordinators</i> <ul style="list-style-type: none"> • <i>Kirk Smith HV Papers Coordinator: Kirk Smith</i> • <i>LV Papers Coordinator: Kevin Sippel</i> 		
14	High Voltage Fuses (HVF)	John Leach
<i>See: High Voltage Fuses Subcommittee Minutes</i> <i>IEEE continues to work to make corrections with C37.40, C37.43, C37.46, and C37.47 are superseded but continue to be misreported on IEEE websites.</i> <i>John Leach to continue on-going coordination with IEEE and IEC activities.</i>		
15	High Voltage Switches (HVS)	James Houston
<i>See: High Voltage Switches Subcommittee Minutes</i> <i>Anticipate PAR submittal for Motor Operators by next meeting.</i>		
16	High Voltage Circuit Breakers (HVCB)	Mike Skidmore
<i>See: High Voltage Circuit Breaker Subcommittee Minutes</i>		
17	Low Voltage Switchgear Devices (LVSD)	Dave Dunne
<i>See: Low Voltage Switchgear Devices Subcommittee Minutes</i>		

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18	Reclosers and Other Distribution Equipment (RODE)	Francois Soulard
<i>See: RODE Subcommittee Minutes</i>		
19	Switchgear Assemblies (SA)	Mike Lafond
<i>See: Switchgear Assemblies Subcommittee Minutes</i>		
20	Technology and Innovation Subcommittee	Nenad Uzelac
<i>See: Technology and Innovation Subcommittee Minutes</i>		
<u>Liaison Reports</u>		
21	Accredited Standards Committee C37	John Webb
<i>See: Accredited Standards Committee C37 Liaison Report</i>		
22	Short Circuit Test Liaison of the Nations of the Americas (STLNA)	Frank DeCesaro
<i>See: Short Circuit Test Liaison of the Nations of the Americas (STLNA) Liaison Report</i>		
23	CIGRÉ	Nenad Uzelac
<i>See: CIGRÉ Liaison Report</i>		
<u>Old Business</u>		
24	Procedural Manuals for Switchgear Committee <ul style="list-style-type: none"> • P&P – Training • O&P • WG P&P 	Keith Flowers (for Paul Sullivan)
<ul style="list-style-type: none"> • P&P – Training <ul style="list-style-type: none"> ○ <i>2018-10-17: AdsCom – Training of main changes from 2011-09-16 P&P to 2018-06-14 P&P</i> ○ <i>2018-10-17: Main Committee – Repeat presentation.</i> • O&P <ul style="list-style-type: none"> ○ <i>Updates are in process.</i> ○ <i>Revision to be submitted to Tech Council.</i> ○ <i>Target: Complete by Spring 2019.</i> • WG P&P <ul style="list-style-type: none"> ○ <i>WG P&P due to be submitted to IEEE-SA AudCom for review.</i> ○ <i>New draft being submitted (soon – delayed due to 123Signup issues) to Main Committee for Electronic Ballot.</i> ○ <i>Motion:</i> <ul style="list-style-type: none"> ▪ <i>Motion by Ted Olsen: Authorize Doug Edwards to make final updates as appropriate for AudCom submittal based on comments received from Main Committee Electronic Ballot.</i> ▪ <i>Seconded by Eldridge Bryon</i> ▪ <i>Vote: Carried unanimously.</i> ○ <i>Todd Irwin will submit WG P&P to AudCom once complete.</i> 		
25	Maintain your AMS profile https://www.123signup.com/profile?Org=IPSC2 <i>Please let us know of changes of status – retirement, new job, etc.</i>	Todd Irwin
<i>Reminder provided.</i>		
<u>New Business</u>		
26	Quorum Verification	Doug Edwards
<i>Quorum was confirmed.</i>		

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27	Future PES Meetings of Interest	Todd Irwin
<i>Refer to:</i> https://www.ieee-pes.org/meetings-and-conferences/conference-calendar		
28	Future Switchgear Committee Meetings	Todd Irwin
<ul style="list-style-type: none"> • <i>Spring 2019 (28 Apr – 01 May), Hilton, Burlington, VT</i> • <i>Fall 2019 (06 Oct – 10 Oct), Catamaran Resort, San Diego, CA</i> • <i>Spring 2020 (04 May – 08 May), Peppermill Resort, Reno, NV</i> • <i>Fall 2020 (04 Oct – 08 Oct), Sheraton Sundance Square, Fort Worth, TX</i> • <i>Spring 2021 (18 April – 23 April), Hilton Charlotte University Place, Charlotte, NC</i> 		
29	Adjourn	Todd Irwin
<i>The meeting adjourned at 11:30 am.</i>		

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Attendance

Chair	First Name	Last Name	Company	10/18/2018
Chair	Todd	Irwin	GE Grid Solutions	X
Vice-Chair	Keith	Flowers	Siemens Industry, Inc.	X
Secretary	Doug	Edwards	Siemens Industry, Inc.	X
Past Chair	Ted	Burse	Powell Industries, Inc	X
Past Chair	T	Olsen	Retired, formerly with Siemens Industry, Inc.	X
Past Chair	Dean	Sigmon	Eaton Corporation	X
Member	Chris	Ambrose	Federal Pacific (Div. of Electro-Mechanical Corp.)	X
Member	Paul	Barnhart	Underwriters Laboratories	X
Member	Russell	Boyce	Eaton	X
Member	Arben	Bufl	Hitachi T&D Solutions, Inc.	X
Member	Eldridge	Byron	Schneider Electric	X
Member	Clint	Came	Schneider Electric	X
Member	Stephen	Cary	ABB	X
Member	Steven	Chen	Eaton Corporation	X
Member	Sterlin	Cochran	Hubbell Power Systems	X
Member	Frank	DeCesaro	Eaton's Power Systems Division	X
Member	Anil	Dhawan	ComEd	X
Member	Patrick	Di Lillo	Consolidated Edison Co. of NY, Inc.	X
Member	David	Dunne	Schneider Electric	X
Member	Sergio	Flores	Schneider Electric Inc. USA	X
Member	Robert	Foster	Megger	X
Member	Paul	Gingrich	AZZ Switchgear Systems	X
Member	Sahadev	Gohil	AZZ Switchgear Systems	X
Member	Lou	Grahor	Eaton Corporation	X
Member	John	Hall	Tennessee Valley Authority	X
Member	Tom	Hawkins	Siemens Industry, Inc.	X
Member	Gary	Haynes	ABB Inc.	X
Member	Jeremy	Hensberger	Mitsubishi Electric Power Products Inc.	X
Member	Victor	Hermosillo	GE Grid Solutions	X
Member	James	Houston	Southern Company Transmission	X
Member	Dan	Hrncir	Eaton	X
Member	Cory	Johnson	BPA	X
Member	Travis	Johnson	Xcel Energy	X
Member	Michael	Lafond	ABB	X
Member	John	Leach	Consultant - Hi-Tech Fuses	X
Member	David	Lemmerman	PECO/Exelon	X
Member	Albert	Livshitz	CE Power Engineered Services	X
Member	Donald	Martin	G&W Electric Co.	X
Member	Neil	McCord	KEC Precision	X
Member	Steven	Meiners	GE	X
Member	Dave	Mitchell	Dominion Energy	X
Member	Jeff	Mizener	Siemens Industry, Inc.	X
Member	Charles	Morse	Siemens Industry, Inc.	X
Member	Darryl	Moser	ABB	X

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Member	Thomas	Pellerito	DTE Energy	X
Member	Carl	Reigart	CDR Technical Services, LLC	X
Member	Anthony	Ricciuti	Eaton Corporation	X
Member	Ian	Rokser	Eaton Corp	X
Member	Timothy	Royster	Dominion Virginia Power	X
Member	Daniel	Schiffbauer	Toshiba International Corporation	X
Member	Carl	Schuetz	American Transmission Company (ATC)	X
Member	Devki	Sharma	Entergy	X
Member	Sushil	Shinde	ABB Inc.	X
Member	Michael	Skidmore	AEP	X
Member	Francois	Soulard	Hydro-Quebec	X
Member	Chand	Tailor	Eaton Corporation	X
Member	Karla	Trost	G&W Electric	X
Member	Nenad	Uzelac	G&W Electric	X
Member	Michael	Wactor	Powell Industries, Inc	X
Member	John	Webb	ABB	X
Member	Terrance	Woodyard	Siemens Industry Inc.	X
Member	Richard	York	Mitsubishi Electric Power Products Inc.	X
Member	Xi	Zhu	GE Energy Management	X
Guest	Brad	Armstrong	Meramec Instrument Transformer Co.	X
Guest	David	Beseda	S&C Electric Co.	X
Guest	Brett	Boles	Southern Company	X
Guest	Steven	Brown	Allen & Hoshall	X
Guest	Kelly	Cannon	Hubbell Power Systems	X
Guest	Michael	Crawford	Mitsubishi Electric	X
Guest	Randall	Creach	AZZ Switchgear Systems	X
Guest	Kennedy	Darko	G&W Electric Co	X
Guest	Federico	Di Michele	CESI S.p.A.	X
Guest	Jeffrey	Door	The H-J Family of Companies	X
Guest	Tanner	Esco	Eaton Corporation	X
Guest	Tanner	Esco	Eaton Corporation	X
Guest	Raymond	Frazier	Ameren	X
Guest	Christopher	French	Eaton Corporation	X
Guest	Peter	Glaesman	PCORE Electric Company, Inc.	X
Guest	Ilya	Glinsky	Southern California Edison	X
Guest	Ronald	Hartzel	Eaton Corporation	X
Guest	Jennifer	Hunter	MEPPI	X
Guest	Roy	Hutchins	Southern Company Services	X
Guest	Rahul	Jain	S&C Electric Company	X
Guest	Christopher	Jamigan	Southern Company Services	X
Guest	Cory	Johnson	BPA	X
Guest	David	Johnson	Self-Employed	X
Guest	David	Johnson	Self-Employed	X
Guest	John	Kaminski	Siemens	X
Guest	Bradley	Lewis	AEP	X
Guest	Wangpei	Li	Eaton	X
Guest	Benson	Lo	Toronto Hydro	X

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Guest	Steven	May	Southern Company Services	X
Guest	David	McMullen	Georgia Power Company	X
Guest	Terry	Neighbours	ABB Inc.	X
Guest	Jacob	Nelson	HPS	X
Guest	Miklos	Orosz	Myers Controlled Power	X
Guest	Mary	Owens	Eaton	X
Guest	Justin	Palmer	ELECTRONSYSTEM MD	X
Guest	Owen	Parks	ABB	X
Guest	Owen	Parks	ABB	X
Guest	Andrew	Peterson	ABB	X
Guest	John	Phouminh	PEPCO HOLDINGS, INC.	X
Guest	Al	Pruitt	The Durham Company	X
Guest	Larry	Putman	Powell	X
Guest	Paul	Rakus	Eaton	X
Guest	Caryn	Riley	Georgia Tech/NEETRAC	X
Guest	Andrew	Roberson	Siemens	X
Guest	Mark	Roberson	AZZ/Calvert	X
Guest	Richard	Rohr	Powell Electrical Systems	X
Guest	Douglas	Shull	Powell Industries, Inc.	X
Guest	Garett	Sims	Eaton Corp.	X
Guest	Donald	Swing	Powell Industries	X
Guest	Vernon	Toups	Siemens	X
Guest	Jordan	Tsvetanoff	First Energy	X
Guest	Joseph	Usner	American Electric Power (AEP)	X
Guest	Jeffrey	Ward	Doble Engineering Company	X
Guest	James	Wenzel	Eatons Cooper Power Systems	X
Guest	Michael	Whitney	S&C Electric Company	X
Guest	William	Wilkie	Eaton	X
Guest	Wei	Zhang	Hitachi T&D Solutions, Inc.	X