

**IEEE/PES SWITCHGEAR COMMITTEE**  
**Switchgear ADSCOM Meeting Minutes**  
**Burlington, VT USA**  
**Thursday, May 2, 2019**  
**8:00 AM – 9:30 AM (EDT)**

	<b>Agenda Item</b>	<b>Presenter</b>
1	Call Meeting to Order	Keith Flowers – Chairman
<i>Called to order at 8:02 AM</i>		
2	Introduction of Members & Guests	Keith Flowers
<i>Self-introductions with affiliations were made by the attendees.</i>		
3	Attendance and Quorum Check <ul style="list-style-type: none"> <li>• Rosters are being passed around.</li> <li>• Sign only one.</li> <li>• Add your name and company information if you are not on the list.</li> </ul>	Doug Edwards – Secretary
<i>Sign-in sheets were circulated. Quorum was verified.</i> <ul style="list-style-type: none"> <li>• <i>21 members + 4 Past Chairs = 25 AdsCom Members for Quorum Check</i> <i>Thus 13 required for quorum.</i></li> <li>• <i>Actual Attendance:</i> <ul style="list-style-type: none"> <li>○ <i>20 Members (quorum met)</i></li> <li>○ <i>27 Guest</i></li> <li>○ <i>47 Total attendees</i></li> </ul> </li> </ul> <i>Attendance is documented in at the end of this document and is maintained in 123Signup.</i>		
4	Agenda Review and Approval	Keith Flowers
<i>Proposed agenda was reviewed.</i> <i>No objections - Approved by consent.</i>		
5	Approval of <a href="#">Fall 2018 Minutes</a>	Keith Flowers
<i>Proposed agenda was reviewed.</i> <i>No objections - Approved by consent.</i>		
<b><u>Requests to ADSCOM</u></b>		
6	Education, Recognition & Publications (ER&P)	Allan Morse
<i>See: <a href="#">ER&amp;P S/C minutes</a></i> <i>(<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>)</i>  <i>Nothing extra to report.</i>		
7	High Voltage Fuses (HVF)	James Wenzel
<i>See: <a href="#">HVF S/C minutes</a></i> <i>(<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>)</i>  <i>Nothing extra to report.</i>		
8	High Voltage Switches (HVS)	James Houston
<i>See: <a href="#">HVS S/C minutes</a></i> <i>(<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>)</i>  <i>Nothing extra to report.</i>		

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9	High Voltage Circuit Breakers (HVCB)	Victor Hermosillo
<p><i>See: <a href="#">HVCB S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Nothing extra to report.</i></p>		
10	Low Voltage Switchgear Devices (LVSD)	Dave Dunne
<p><i>See: <a href="#">LVSD S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Approved TF for Evaluation of Aging of Lubrication.</i></p> <p><i>Keep under LVSD or move to AdsCom TF?</i></p> <ul style="list-style-type: none"> <li>• <i>Motion by J Webb: Motion to elevate TF for Evaluation of Aging of Lubricates to AdsCom oversight. 2<sup>nd</sup> of Motion: Ken Edwards</i> <ul style="list-style-type: none"> <li>○ <i>Will evaluation processes include in environments other than just air, e.g. in SF6?</i></li> <li>○ <i>Answer – will consider.</i></li> </ul> </li> <li>• <i>Motion carried unanimously.</i></li> <li>• <i>Doug Edwards to chair.</i></li> </ul>		
11	Reclosers and Other Distribution Equipment (RODE)	Francois Soulard
<p><i>See: <a href="#">RODE S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Nothing extra to report.</i></p> <p><i>Approved motion to remove sponsorship of C37.32.</i></p>		
12	Switchgear Assemblies (SA)	Tom Hawkins
<p><i>See: <a href="#">SA S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p>		
13	Technology and Innovation Subcommittee (T&I)	Nenad Uzelac
<p><i>See: <a href="#">T&amp;I S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Request having Panel/Round-Table sessions on key topics. Recognize this is new concept for how to run meeting.</i></p> <p><i>Any issues to run meeting in this manner?</i></p> <p><i>Answer: No issues.</i></p> <p><i>Continue to solicit membership for T&amp;I from the various S/C.</i></p> <p><i>Membership: States there will be up to three (3) members from each S/C.</i></p>		
<h2>Roster Location Check</h2>		

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14	Standards Coordinator Report	Michael Wactor Reported by Todd Irwin
<p><i>See: Standards Coordinator report included with Main Committee minutes (<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>)</i></p> <p><i>Overall summary:</i></p> <ul style="list-style-type: none"> <li>• <i>Two (2) document due to be withdrawn</i></li> <li>• <i>IEEE-SA SASB is working on updates to the definitions and processes. Future documentation and training will be provided.</i></li> </ul>		
<b><u>Other Requests to ADSCOM</u></b>		
15	Registrar	Jeremy Hensberger
<p><i>See: Registrar's report included with Main Committee minutes (<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>)</i></p> <p><i>No request</i></p>		
16	Webmaster	Jeff Mizener
<p><i>No request</i></p>		
17	Meeting Coordinator	John Webb
<p><i>No request</i></p>		
<b><u>ADSCOM WORKING GROUP/TASK FORCE REPORTS</u></b>		
18	C37.100.1 Common Requirements for HV Power Switchgear	Antone Bonner
<p><i>See: C37.100.1 WG minutes included with AdsCom S/C minutes (<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>)</i></p> <p><i>Thank you to Antone Bonner and to Donnie Swing for getting C37.100.1 through ballot – 6 months start to finish with Ballot.</i></p> <p><i>This WG is disbanded.</i></p> <p><i>AdHoc met this week with John Webb chairing.</i></p> <p><i>Conclusion: Pursue revision of C37.200.1-2018 with intent of bring close as possible to previously balloted C37.100.1 (prior to IEC copyright issues).</i></p> <p><i>Ad hoc request</i></p> <p><i>Webb Motion: Create PAR Study Group to review need for a PAR to revise C37.100.1. 2<sup>nd</sup> of Motion: Ken Edwards.</i></p> <ul style="list-style-type: none"> <li>• <i>Argue against: There were schedule conflicts and potentially poor representation of interested parties.</i></li> <li>• <i>There was large group, that supporting striving for balance was appropriately addressed.</i></li> <li>• <i>Clarification: PAR Study group would allow for future participation.</i></li> </ul> <p><i>Unanimously approved.</i></p> <p><i>John Webb appointed as Chair of PAR Study Group.</i></p> <p><i>Should we request TC17 agenda item – which is the following week in October?</i></p> <p><i>Answer: Reasons to do this are included for transparency here. Whether or not this is discussed in TC17 will pending on discussions of PAR Study Group in Fall 2019 meeting.</i></p>		

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19	C37.301 Partial Discharge Measurements	Jean-Marc Torres
<p><i>See: <a href="#">C37.301 WG minutes included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Web-X meetings will be held.</i></p> <p><i>Soliciting manufacturers input.</i></p>		
20	Discussion Group: Coordinate C57.16 as used in Capacitor switching applications with Switchgear	V. Hermosillo
<p><i>See: <a href="#">C57.16 Discussion Group minutes included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a>.</i></p> <p><i>Post meeting: Identified that although discussed, creation of a C57.16 Task Force, PAR Study Group, or a Work Group has not been completed. Item will be added to Fall 2019 San Diego AdsCom Agenda.</i></p>		
21	C37.100.6: Seismic Qualification of Electrical Equipment to Conform with ASCE/SEI 7 Seismic Requirements for Nonstructural Components	Eddie Wilkie
<p><i>See: <a href="#">C37.100.6 WG minutes (two sets of minutes) included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Initial meeting after PAR – PAR was approved Feb. 8, 2019.</i></p> <p><i>There will be electronic meetings.</i></p>		
22	C57.142: Guide to Describe the Occurrence and Mitigation of Switching Transients Induced by Transformers, Switching Device, and System Interaction.	Dave Cavery
<p><i>See <a href="#">C57.142 WG minutes included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Liaison TF had been formed in Kansas City.</i></p> <p><i>Minutes from Transformer Committee (Anaheim, CA – Dates) meeting were reviewed.</i></p> <p><i>Draft 6 was reviewed.</i></p>		
23	C37.100.7: Guide for the Evaluation of Performance Characteristics of Non-Sulfur Hexafluoride Insulation and Arc Quenching Media for Switchgear Rated Above 1000 V Previously Task Force: Alternative Gases - P2628	Dan Schiffbauer Reported by Victor Hermosillo
<p><i>See <a href="#">C37.100.7 included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Spring 2019)</a></i></p> <p><i>Key issues were reviewed.:</i></p> <p><i>Is there request to update to a C37 number?</i>  <i>Answer: This will be addressed in future.</i></p>		
24	Fellows Nominations Group	Keith Flowers
<p><i>Target is to improve processes and dedication to this goal.</i></p> <p><i>Seeking Fellows Nominations Group Chair (under ER&amp;P).</i></p> <p><i>Training was provided and is available.</i></p>		
<b><u>Old Business</u></b>		

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25	Main Committee (M/C) membership	Doug Edwards
<p><i>New Main Committee members will be announced during Main Committee meeting and reported in the MC Minutes (<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>).</i></p>		
<h2>Roster Location Check</h2>		
<b><u>New Business</u></b>		
26	ANSI C84.1 Maximum Voltage Issue Discussion Group	Keith Flowers
<p><i>Issue:</i></p> <ul style="list-style-type: none"> <li>• <i>IEEE Std 1547 (SCC21) states that Point of Connectivity to the Grid was 5% above nominal voltage but has now been updated (has been published) to shall be 10% above nominal voltage.</i></li> <li>• <i>ANSI C84.1 to be revised to coordinate with increase voltages for 10% above nominal.</i></li> <li>• <i>Such changes have impact across electrical equipment, e.g. CB's, cables, Surge Arrestors, Transformers, etc.</i></li> </ul> <p><i>Recommendation of Discussion Group</i></p> <ul style="list-style-type: none"> <li>• <i>Interested persons should get on Ballot for IEEE 1547.7.</i></li> <li>• <i>Recommend raising issue to MC for potential additional discussions with PES Tech Council.</i></li> <li>• <i>Recommend creation of and providing an IEEE PES Switchgear Position Paper as a public statement. Position Paper to be provided NEMA.</i> <ul style="list-style-type: none"> <li>○ <i>Draft will be provided (next week) for MC review and comment (by 17 May 2019).</i></li> </ul> </li> <li>• <i>ANSI C84.1: There will be a public review period. Encourage those who are interested to look for opportunity to participate in public review.</i></li> </ul> <p><i>T&amp;I discussed.</i></p> <ul style="list-style-type: none"> <li>• <i>Planned to draft White Paper. Request submit to Secretariat of NEMA.</i></li> <li>• <i>Request coordination with T&amp;I.</i></li> </ul> <p><i>How to coordinate PES Swgr Position Paper and I&amp;C White Paper?</i>  <i>Answer: The Position Paper will be a balloted document by Main Committee.</i></p> <p><i>Transformers – has already met.</i></p> <p><i>Substation meeting: Meeting in June. Will expedite communications through Tech Council.</i></p> <p><i>Subsequent to this meeting, Main Committee Electronic Ballot was conducted and IEEE PES Switchgear Paper was approved and submitted on June 4, 2018. See: MC Minutes (<a href="#">IEEE PES Switchgear minutes – Spring 2019</a>).</i></p>		
27	Quorum Verification	Doug Edwards
<p><i>Quorum was confirmed.</i></p>		

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28	General Data Protection Regulation (GDPR)	Keith Flowers
	<p><i>Per PES Tech Council</i>  <i>Per Fall 2018 AdsCom meeting</i></p> <p><i>All PES Switchgear Groups and Subgroups shall use 123Signup for:</i></p> <ul style="list-style-type: none"> <li><i>o Mass mailings</i></li> <li><i>o Meeting attendance rosters – used in meetings</i></li> <li><i>o Recording attendance</i></li> <li><i>o Records of attendance used in Minutes</i></li> <li><i>o Maintenance of rosters</i></li> </ul> <p><i>Request – Remove “Request Membership” from AdsCom form. Currently, Request Membership is a default 123Signup form but will work with 123Signup to remove.</i></p>	
29	Switchgear Officers – Potential Candidates Search	Keith Flowers
	<p><i>Request to S/C Chairs to provide potential candidates.</i>  <i>Rotation of Main Committee is every two (2) years – Next rotation in Spring of 2020.</i></p> <p><i>Searching for Standards Coordinator</i></p>	
30	Subcommittee Officer Rotation <ul style="list-style-type: none"> <li><i>• New S/C chairs appointed for HVCB, HVF, and SA.</i></li> </ul>	Keith Flowers
	<ul style="list-style-type: none"> <li><i>• Continue to solicit for potential candidates regardless if rotation of chairs occurred or not with additional rotations to occur for 2020.</i></li> <li><i>• Goal is to have appointments process completed each year prior to end of calendar years.</i></li> </ul>	
31	Training report <ul style="list-style-type: none"> <li><i>• Organization &amp; Procedures (O&amp;P)</i></li> <li><i>• Policies and Procedures (P&amp;P)</i></li> <li><i>• Working Group Policies and Procedures (WG P&amp;P)</i></li> </ul>	Keith Flowers
	<p><i>See: O&amp;P, P&amp;P, WG P&amp;P Training slides included with ER&amp;P S/C minutes</i>  <i>(IEEE PES Switchgear minutes – Spring 2019)</i></p> <ul style="list-style-type: none"> <li><i>• Training was conducted on Monday 4/29 afternoon with 115 attendees.</i></li> <li><i>• Subsequent to this meeting, IEEE PES Switchgear Working Group P&amp;P was approved during IEEE-SA Standards Board meetings (Panama) – June 13, 2019.</i></li> </ul>	
32	Items to report to Main Switchgear Committee	Keith Flowers
	<p><i>C84.1 issue.</i></p>	
33	Actions & Minutes	Keith Flowers
	<p><i>Deadline – May 19, 2019 (2 weeks – end of weekend) for:</i></p> <ul style="list-style-type: none"> <li><i>• Meeting Minutes</i></li> <li><i>• Meeting Status Room</i></li> </ul>	
34	Adjourn	Keith Flowers
	<p><i>The meeting adjourned at 9:35 am.</i></p>	

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**Attendance (as recorded in 123Signup):**

<b>Name: Last, First</b>	<b>Role</b>	<b>Company</b>	<b>5/2/2019</b>
Flowers, Keith	Chair	Siemens Industry, Inc.	X
Edwards, Doug	Secretary	Siemens Industry, Inc.	X
Alexander, Roy	Past Chair	RWA Engineering	X
Edwards, Ken	Past Chair	FirstEnergy Corp.	X
Sigmon, Dean	Past Chair	Eaton Corporation	X
Sullivan, Paul	Past Chair	DuPont	X
Dunne, David	Member	Schneider Electric	X
Hawkins, Tom	Member	Siemens Industry, Inc.	X
Hermosillo, Victor	Member	GE Grid Solutions	X
Houston, James	Member	Southern Company Transmission	X
Irwin, Todd	Member	GE Grid Solutions	X
Johnson, Travis	Member	Xcel Energy	X
Leach, John	Member	Consultant	X
Mizener, Jeff	Member	Siemens Industry, Inc.	X
Morse, Charles	Member	Siemens Industry, Inc.	X
Moser, Darryl	Member	ABB	X
Schuetz, Carl	Member	American Transmission Company (ATC)	X
Soulard, Francois	Member	Hydro-Quebec	X
Uzelac, Nenad	Member	G&W Electric	X
Wenzel, James	Member	Eaton	X
Ambrose, Chris	Guest	Federal Pacific (Div. of Electro-Mechanical Corp.)	X
Armstrong, Brad	Guest	Meramec Instrument Transformer Co.	X
Barnhart, Paul	Guest	Underwriters Laboratories	X
Carne, Clint	Guest	Schneider Electric	X
Caverly, David	Guest	Trench Ltd.	X
Dullni, Edgar	Guest	retired	X
Haasz, Jodi	Guest	IEEE	X
Hutchins, Roy	Guest	Southern Company Services	X
Kaminski, John	Guest	Siemens	X
Lafond, Michael	Guest	ABB	X
Lizardo, Alex	Guest	Cargill	X
Moran, Ashley	Guest	IEEE Standards Association (IEEE-SA)	X
Rohr, Richard	Guest	Powell Electrical Systems	X
Savulyak, Victor	Guest	DNV GL KEMA Laboratory	X
Schneider, Carl	Guest	Schneider Electric	X
Sharma, Devki	Guest	Entergy	X
Skidmore, Michael	Guest	AEP	X
Stone, David	Guest	DTS Technical Services	X
Swing, Donald	Guest	Powell Industries	X
Torres, Jean-Marc	Guest	Eaton Corporation	X

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Trichon, Francois	Guest	Schneider Electric	X
Trost, Karla	Guest	G&W Electric	X
Webb, John	Guest	ABB	X
Wilkie, William	Guest	Eaton	X
Woodyard, Terrance	Guest	Siemens Industry Inc.	X
Yu, Li	Guest	Eaton Corporation	X
Zia, Danish	Guest	UL LLC	X