

IEEE/PES SWITCHGEAR COMMITTEE
Switchgear ADSCOM Meeting Minutes
San Diego, CA USA
Thursday, October 10, 2019
8:00 AM – 9:30 AM (PDT – Local Time)

	Agenda Item	Presenter
1	Call Meeting to Order	Keith Flowers – Chairman
<i>Called to order at 8:00 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"> • Rosters are being passed around. • Sign only one. • Add your name and company information if you are not on the list. 	Doug Edwards – Secretary
<i>Sign-in sheets were circulated. Quorum was verified.</i> <ul style="list-style-type: none"> • 15 members + 3 Past Chairs = 18 AdsCom Members for Quorum Check Thus 9 required for quorum. • Actual Attendance: <ul style="list-style-type: none"> ○ 17 Members (quorum met) ○ 36 Guest ○ 53 Total attendees <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. No objections - Approved by consent.</i>		
5	Approval of Spring 2019 Minutes	Keith Flowers
<i>Proposed agenda was reviewed. No objections - Approved by consent.</i> <p><i>Motion: Approve 2019 Minutes as previously posted via website and presented: Allan Morse, 2nd: Ken Edwards</i></p> <i>No objections - Approved by consent.</i>		
<u>Requests to ADSCOM</u>		
6	Education, Recognition & Publications (ER&P)	Allan Morse
<i>See: ER&P S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i> <ul style="list-style-type: none"> • No specific request. • Option for claiming PDH credits is setup. • To claim: Use forms as provided at Conference. • Presenters for upcoming meeting shall provide BIOs via on-line Form along with other S/C & WG minutes. • Online Form: Switchgear Committee Leader - BIO Form 		
7	High Voltage Fuses (HVF)	James Wenzel
<i>See: HVF S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i> <p><i>No specific request.</i></p>		

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8	High Voltage Switches (HVS)	James Houston
<p><i>See: HVS S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Rotation of officers:</i></p> <ul style="list-style-type: none"> • <i>James Houston rotating off as Chair.</i> • <i>Bill Hurst is incoming Chair.</i> 		
9	High Voltage Circuit Breakers (HVCB)	Victor Hermosillo
<p><i>See: HVCB S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Joint Sponsorship of C37.122, C37.122.2, C37.122.3, and P2829.</i></p> <ul style="list-style-type: none"> • <i>PES Switchgear listed as Joint Sponsor but no action in past to approve by PES Switchgear.</i> • <i>Recommendation for Joint Sponsorship of following as Secondary Standards Committee for:</i> <ul style="list-style-type: none"> ○ <i>C37.122</i> ○ <i>C37.122.2 (Reference item 21)</i> ○ <i>C37.122.3</i> ○ <i>P2829 (Reference item 26)</i> • <i>No objections – Approved by Consent.</i> 		
10	Low Voltage Switchgear Devices (LVSD)	Dave Dunne
<p><i>See: LVSD S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>No specific request.</i></p> <p><i>Rotation of Officers:</i></p> <ul style="list-style-type: none"> • <i>Dave Dunne rotating off as Chair.</i> • <i>Dan Hrcir moving up to Chair.</i> • <i>Jeff Mizener Hurst appointed as incoming Secretary.</i> 		
11	Reclosers and Other Distribution Equipment (RODE)	Francois Soulard
<p><i>See: RODE S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Nothing to report.</i></p>		
12	Switchgear Assemblies (SA)	Tom Hawkins
<p><i>See: SA S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>There is a request from PES China Chapter Council for potential co-sponsorship of Bus Duct document.</i></p> <ul style="list-style-type: none"> • <i>Revised is Scope is associated with Insulated Tubular Conductors, not within Scope of PES Switchgear.</i> • <i>Decision – SA S/C not sponsoring.</i> 		
13	Technology and Innovation Subcommittee (T&I)	Karla Trost Reporting for Nenad Uzelac (absent)
<p><i>See: T&I S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p>		

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	<i>Nothing to report.</i>	
<h2>Roster Location Check</h2>		
14	Standards Coordinator Report	Michael Wactor
	<p><i>See: Standards Coordinator report included with Main Committee minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Overall summary:</i></p> <ul style="list-style-type: none"> • <i>HVF:</i> <ul style="list-style-type: none"> ○ <i>C37.40:</i> <ul style="list-style-type: none"> ▪ <i>HVF to initiate Withdrawal Ballot</i> ▪ <i>Replaced by C37.41. HVF to follow Ballot process, no PAR required.</i> • <i>RODE</i> <ul style="list-style-type: none"> ○ <i>C37.66: PAR 2020, Ballot in Dec 2019.</i> ○ <i>PC37.62: Scheduled to expire. Will ballot this year with request PAR extension (pending IEEE SASB approval).</i> • <i>SA: Good</i> • <i>HVS:</i> <ul style="list-style-type: none"> ○ <i>1247: No plans to withdraw. Allow to expire. Replaced by C37.30.3 and C37.30.4.</i> • <i>HVCB:</i> <ul style="list-style-type: none"> ○ <i>C37.06:</i> <ul style="list-style-type: none"> ▪ <i>HVCB to initiate Withdrawal Ballot.</i> ▪ <i>Replaced by C37.04. HVCB to follow Ballot process, no PAR.</i> ○ <i>C37.081 & C37.081a: HVCB to initiate Withdrawal Ballot.</i> ○ <i>C37.083: HVCB to initiate Withdrawal Ballot.</i> • <i>AdsCom</i> <ul style="list-style-type: none"> ○ <i>C37.301: Expires in 2019, PAR in 2021 – Active WG, draft at next meeting. Will become inactive.</i> ○ <i>C37.100: IEEE-SA SASB is working on updates to the definitions and processes. Future documentation and training will be provided.</i> 	
<u>Other Requests to ADSCOM</u>		
15	Registrar	Jeremy Hensberger
	<p><i>See: Registrar's report included with Main Committee minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>No request</i></p>	
16	Webmaster	Jeff Mizener
	<i>No request</i>	
17	Meeting Coordinator	John Webb
	<i>No request</i>	
<u>ADSCOM WORKING GROUP/TASK FORCE REPORTS</u>		
18	C37.100.1 Common Requirements for HV Power Switchgear	John Webb
	<p><i>See: C37.100.1 WG minutes included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Voted to create a PAR and drafted PAR during meeting.</i></p>	

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<p><i>Explanatory notes provided to clarify history and intentions.</i></p> <p><i>Motion by John Webb: Motion to submit PAR, 2nd by Francois Soulard</i></p> <p><i>No objections – Approved by Consent.</i></p> <p><i>John Webb appointed as WG Chair. Russell Boyce to serve as Secretary.</i></p> <p><i>C37.100 Confusion – Some WG believes C37.100 is inactive and are removing from standards.</i></p> <p><i>Recommendations: Stop pulling out references to C37.100 pending approval of C37.100.1.</i></p>	
19	<p>C37.100.6: Seismic Qualification of Electrical Equipment to Conform with ASCE/SEI 7 Seismic Requirements for Nonstructural Components</p> <p style="text-align: right;">Eddie Wilkie</p>
<p><i>See: C37.100.6 WG minutes (two sets of minutes) included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Initial meeting after PAR – PAR was approved Feb. 8, 2019.</i></p> <p><i>Actively searching for Technical Experts.</i></p> <p><i>Some concerns with Scope so reviewing PAR.</i></p>	
20	<p>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</p> <p style="text-align: right;">Victor H Reporting Dan Schiffbauer (Absent)</p>
<p><i>See C37.100.7 included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>No report.</i></p>	
21	<p>C37.122.2, IEEE Guide for the Application of Gas-Insulated Substations 1 kV to 52 kV</p> <p style="text-align: right;">Eldridge Bryon</p>
<p><i>PAR was approved with notation of Dual Sponsor with Substations.</i></p> <p><i>Action required for PES Switchgear to have motion to approve (or not) supporting as Joint Sponsor – Substations to be primary sponsor, Switchgear as secondary sponsor.</i></p> <p><i>Actions covered in item 9 above – PES Switchgear Approved as Secondary Sponsor.</i></p>	
22	<p>C57.142: Guide to Describe the Occurrence and Mitigation of Switching Transients Induced by Transformers, Switching Device, and System Interaction.</p> <p style="text-align: right;">Dave Caverly</p>
<p><i>See C57.142 WG minutes included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Liaison TF had been formed in Kansas City.</i></p>	

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23	C37.301 Partial Discharge Measurements	Mike Wactor Reporting Jean-Marc Torres (not present)
<p><i>See: C37.301 WG minutes included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Secretary ran meeting, Chair not present.</i></p> <p><i>Making progress.</i></p>		
24	Task Force: Coordinate C57.16 as used in Capacitor switching applications with Switchgear	Victor Hermosillo
<p><i>First Task Force (TF) meeting held in San Diego. The IEEE Transformer Committee has requested HVCB SC assistance in improving guidance on ratings and requirements for series reactors applied in association with HV circuit breakers.</i></p> <p><i>Volunteers from the Switchgear Committee are expected to contribute to the applications appendix of this document.</i></p> <p><i>Next meeting to be held during the IEEE Transformer Committee meeting in Columbus, OH, October 27-31, 2019.</i></p>		
25	Task Force: Aging of Lubricants	Doug Edwards
<p><i>See: Aging of Lubricants TF minutes included with AdsCom S/C minutes (IEEE PES Switchgear minutes – Fall 2019)</i></p> <p><i>Draft PAR developed.</i></p> <p><i>Reviewed Outline / Table of Contents structure for document.</i></p>		
26	P2829, Guide for Handling Non-Sulphur Hexafluoride (SF6) Gas Mixtures for High Voltage Equipment	George Becker
<p><i>PAR was approved – Reference item 9.</i></p> <p><i>No work yet.</i></p>		
27	Fellows Nominations Group	Paul Sullivan
<p><i>Target is to improve processes and dedication to this goal.</i></p> <p><i>No report in AdsCom. Will report in Main Committee.</i></p>		

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<u>Old Business</u>		
28	Main Committee (M/C) membership <i>Placeholder in Agenda.</i> <i>Main Committee membership actions are executed at the Spring meetings.</i>	Doug Edwards
29	ANSI C84.1 Maximum Voltage Issue Discussion Group <i>PES Switchgear had provided Position Paper.</i> <i>After review of PES Switchgear paper (and other groups), the increase of maximum voltages were removed from current drafts.</i>	Keith Flowers
30	Officer Rotation - Subcommittees <i>Officer rotation will occur – January 1, 2020.</i>	Keith Flowers
31	WG P&P – Individual Method <i>WG P&P was approved in IEEE SASB Panama City, Panama meeting are posted on IEEE PES Switchgear website – Switchgear Committee Working Group Policy and Procedures Manual (pdf)</i>	Doug Edwards
Roster Location Check		
<u>New Business</u>		
32	Training Report – 123Signup <i>Two training sessions conducted.</i> <i>Slides are posted to IEEE PES Switchgear website.</i>	Jeremy Hensberger
33	Quorum Verification <i>Quorum was confirmed.</i>	Doug Edwards
34	WG P&P – Entity Method <i>Tech Council has instructed PES Switchgear to have WG P&P Entity method.</i> <i>Details are still developing.</i> <i>This work is targeted for 2020.</i>	Keith Flowers
35	General Data Protection Regulation (GDPR) <i>Reminder: All PES Switchgear Groups and Subgroups shall use 123Signup for:</i> <ul style="list-style-type: none"> ○ <i>Mass mailings</i> ○ <i>Meeting attendance rosters – used in meetings</i> ○ <i>Recording attendance</i> ○ <i>Records of attendance used in Minutes</i> ○ <i>Maintenance of rosters</i> <i>Request – Remove “Request Membership” from AdsCom form. Currently, Request Membership is a default 123Signup form but will work with 123Signup to remove.</i> <i>Use of 123Signup – There is a limitation of 2MB file size.</i>	Keith Flowers

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36	Switchgear Officers – Potential Candidates Search	Keith Flowers
	<i>Searching for Standards Coordinator – Request for input of potential or interested candidates.</i>	
37	Items to report to Main Switchgear Committee	Keith Flowers
	<p><i>Motion to Approve Joint sponsorship (as secondary sponsor) of:</i></p> <ul style="list-style-type: none"> • <i>C37.122</i> • <i>C37.122.2</i> • <i>C37.122.3</i> • <i>P2829</i> <p><i>Remind all WG, C37.100.1 lives. There is no need to remove references to C37.100.1.</i></p>	
38	Actions & Minutes	Keith Flowers
	<p><i>Deadline – October 27, 2019 (2 weeks – end of weekend) for:</i></p> <ul style="list-style-type: none"> • <i>Meeting Minutes</i> • <i>Meeting Status Room</i> • <i>Setup 123Signup Group for Utilities Group.</i> 	
39	Adjourn	Keith Flowers
	<i>The meeting adjourned at 9:30 am.</i>	

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Attendance (as recorded in 123Signup):

Role	LastName, FirstName	Company	10/10/2019
Chair	Flowers, Keith	Siemens Industry, Inc.	X
Secretary	Edwards, Doug	Siemens Industry, Inc.	X
Past Chair	Burse, Ted	Powell Industries, Inc	X
Past Chair	Edwards, Ken	FirstEnergy Corp.	X
Past Chair	Sigmon, Dean	Eaton Corporation	X
Immediate Past Chair	Sullivan, Paul	DuPont	X
Member	Dunne, David	Schneider Electric	X
Member	Hawkins, Tom	Siemens Industry, Inc.	X
Member	Hensberger, Jeremy	Mitsubishi Electric Power Products Inc.	X
Member	Hermosillo, Victor	GE Grid Solutions	X
Member	Houston, James	Southern Company Transmission	X
Member	Irwin, Todd	GE Grid Solutions	X
Member	Mizener, Jeff	Siemens Industry, Inc.	X
Member	Morse, Charles	Siemens Industry, Inc.	X
Member	Soulard, Francois	Hydro-Quebec	X
Member	Uzelac, Nenad	G&W Electric	
Member	Wactor, Michael	Powell Industries, Inc	X
Member	Wenzel, James	Eaton	X
Guest	Ambrose, Chris	Federal Pacific (Div. of Electro-Mechanical Corp.)	X
Guest	Armstrong, Brad	Meramec Instrument Transformer Co.	X
Guest	Barnhart, Paul	Underwriters Laboratories	X
Guest	Becker, George	POWER Engineers Inc.	X
Guest	Carne, Clint	Schneider Electric	X
Guest	Caverly, David	Trench Ltd.	X
Guest	Christian, Michael	ABB	X
Guest	Claxton, Matthew	Powell Industries	X
Guest	Coletta, Justin	Powell Industries	X
Guest	Esco, Tanner	Eaton Corporation	X
Guest	Gerzeny, Brian	Powell Electrical Systems Inc	X
Guest	Harley, John	FirstPower Group LLC	X
Guest	Haynes, Gary	ABB Inc.	X
Guest	Hrncir, Dan	Eaton	X
Guest	Hurst, Bill	GE	X
Guest	Hutchins, Roy	Southern Company Services	X
Guest	Kaminski, John	Siemens	X
Guest	Lafond, Michael	ABB	X
Guest	Leach, John	Consultant	X
Guest	Lizardo, Alex	Cargill	X
Guest	May, Steven	Southern Company	X

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Guest	Moran, Ashley	IEEE Standards Association (IEEE-SA)	X
Guest	Orosz, Miklos	Myers Controlled Power	X
Guest	Owens, Mary	Eaton	X
Guest	Rohr, Richard	Powell Electrical Systems	X
Guest	Rokser, Ian	Eaton Corp	X
Guest	Savulyak, Victor	DNV GL KEMA Laboratory	X
Guest	Schuetz, Carl	American Transmission Company (ATC)	X
Guest	Sharma, Devki	Entergy	X
Guest	Skidmore, Michael	AEP	X
Guest	Swing, Donald	Powell Industries	X
Guest	Trichon, Francois	Schneider Electric	X
Guest	Trost, Karla	G&W Electric	X
Guest	Ward, Jeffrey	Doble Engineering Company	X
Guest	Webb, John	ABB	X
Guest	Wilkie, William	Eaton	X