

**IEEE C37.20.6 Working Group
Meeting Minutes
April 12, 2022**

Attendance:

Role	First Name	Last Name	Company
Guest	Ngoc	Bui	SDG&E
Member	Ted	Burse	Powell Industries, Inc
Member	Michael	Christian	ABB
Guest	Tanner	Esco	Eaton Corporation
Member	Sergio	Flores	Schneider Electric Inc. USA
Secretary	Paul	Gingrich	AZZ Switchgear Systems
Member	Sahadev	Gohil	AZZ Switchgear Systems
Member	Robert	Hanna	ABB INC
Chair	Ronald	Hartzel	Eaton Corporation
Guest	Michael	Lafond	ABB
Member	Brad	Leccia	Eaton
Guest	Miklos	Orosz	CBT&S Consultant
Guest	Mary	Owens	Eaton Corporation
Guest	Damian	Perrin	Entergy Services, LLC.
Member	Anthony	Ricciuti	Eaton Corporation
Guest	Dean	Sigmon	Eaton Corporation
Member	Paul	Sullivan	DuPont
Guest	Jake	Walgenbach	Siemens Industry Inc.
Member	Jonathan	Wear	JST Power
Member	Terrance	Woodyard	Siemens Industry Inc.
Guest	Danish	Zia	UL LLC

1. Call to Order

Meeting was called to order by Ron Hartzel, Chair, at 8:00 AM EDT.

2. Roll Call

Meeting attendees introduced themselves by stating their name and affiliation. There was a total of 21 in attendance. 12 members and 9 guests. Total working group membership is 27. Therefore, we did not have quorum for the meeting.

3. Approval of Agenda

The meeting agenda was presented by the Chair. A motion to approve was made by Paul Sullivan and a second made by Terry Woodyard. The motion passed with no objections by the group in attendance. Since we did not have quorum, we will send the agenda to the members for an official vote.

On April 15, 2022, the agenda was sent by email to all the working group members requesting them to vote to approve or not approve. Responses were requested by no later than April 22, 2022. The motion to approve the agenda passed with no objections.

**IEEE C37.20.6 Working Group
Meeting Minutes
April 12, 2022**

4. Approval of Fall 2021 Working Group Meeting Minutes

The minutes of the Fall 2021 working group meeting were presented by the Chair. A motion to approve the minutes was made by Terry Woodyard and a second was made by Jake Walgenbach. The motion passed with no objections by the group in attendance. Since we did not have quorum, we will send these minutes to the members for an official vote.

On April 15, 2022, the Fall 2021 working group meeting minutes were sent by email to all the working group members requesting them to vote to approve or not approve. Responses were requested by no later than April 22, 2022. The motion to approve the Fall 2021 working group meeting minutes passed with no objections.

5. IEEE-SA Patent Policy

The Patent Policy slides were presented by the Chair. No claims or issues were raised.

6. IEEE-SA Copyright Policy

The Copyright Policy slides were presented by the Chair. No issues were raised.

7. Document Status

Prior to this working group meeting, draft D1 of the document was sent to the group with a request for comments. The comments were reviewed at this meeting. We did not finish reviewing all the comments at the meeting. We will be scheduling an online meeting to finish addressing all the comments. Changes to the document based on the review of the comments will be shown on Draft D2 of the document.

8. Next Meeting

The next meeting will be held online to review the remainder of the comments that we did not have time to address at this working group meeting. The next in-person working group meeting will be held during the Fall 2022 Switchgear Committee meetings.

9. Adjourn

The meeting was adjourned by the Chair at 9:45 PM CDT.

Reported by Paul Gingrich, WG Secretary