

**IEEE C37.20.3 Working Group
Meeting Minutes
MSTeams virtual session
Nov 18, 2022**

Attendance:

| Last Name | First Name | Employer | Role |
|------------------|-------------------|-----------------------------|-------------|
| Andris | Samuel | KEMA Laboratory | Guest |
| Ashtekar | Koustubh | JST Power | Guest |
| Atere | Suraj | Exelon | Guest |
| Byron | Eldridge | Schneider Electric | Member |
| Cohn | Robert | Powercon Corp. | Member |
| Creach | Randall | Avail Switchgear Systems | Secretary |
| Door | Jeffrey | The H-J Family of Companies | Member |
| Doucet | Louis | STACE | Guest |
| Flores | Sergio | Schneider Electric Inc. USA | Member |
| Gohil | Sahadev | Avail Switchgear Systems | Member |
| Hartzel | Ronald | Eaton Corporation | Chair |
| Lafond | Michael | Unaffiliated | Member |
| McGlown | Kevin | JST Power | Guest |
| McKinney | Ken | UL | Guest |
| ONeil | Brian | RMS Energy | Member |
| Pal | Sumitabha | Schneider Electric | Guest |
| Reddy | Samala Santosh | Powell Industries | Member |
| Ricciuti | Anthony | Eaton Corporation | Guest |
| Ricker | Jeffery | SCHNEIDER ELECTRIC | Member |
| Santos | Leonel | Schneider Electric | Member |
| Sims | Garett | Eaton Corp. | Member |
| Solanki | Lokeshkumar | ABB Inc. | Guest |
| Thompson | Truett | Siemens | Guest |
| Wear | Jonathan | JST Power | Guest |
| Yu | Li | EATON | Guest |
| Zaplatosch | John | UL LLC | Guest |

1. Welcome and member attendance

The meeting was called to order by Ron Hartzel (WG Chair) at 1:00 PM (CST). Ron welcomed the members and guests. A total of 26 participated; 13 - C37.20.3 WG members and 13 guests. At the time of this meeting the WG had 31 members, therefore Quorum threshold was not met.

2. Introduction of members and guests

Attendee introductions were conducted utilizing the MSTeams participants list in addition participants entered their names and affiliations into the MSTeams chat window.

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3. Continued review of consolidated ballot comments

WG Chair continued to step through the D5.1 consolidated ballot comments and picked up at section 7.6 which is where the WG left off during the recent Fall in-person meetings. The WG completed ballot comment resolution during this virtual session.

There were two follow up items identified to confirm alignment with C37.20.2.

1. Annex B Partial discharge testing.
2. Annex C Voltage dividers.

4. PC37.20.3 Document Status

Since we did not achieve quorum for this virtual meeting, the WG Chair informed the WG that an email virtual vote would be sent out to get WG approval to send the latest draft out for ballot recirculation. That email was distributed on 12/1/2022 and a majority vote to approve recirculation was achieved on 12/16/2022.

5. Adjourn

Ron Hartzel (WG Chair) adjourned the second session of the meeting at 3:00 PM (CST).

Reported by Randy Creach (WG secretary).