

C37.100.6 Working Group
MINUTES OF THE FALL 2023 MEETING
Catamaran Resort, San Diego, CA
Tuesday, October 10, 2023, 2:00-3:30 PM

Attendance:

- 10 people were in attendance
- 5 of 10 WG members participated, thus Quorum was met (50%)
- 5 guests participated

Attendance record below

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A. Call to order

Meeting was called to order by WG Chair, Eddie Wilkie, at 2:08 PM on Tuesday, October 10, 2023.

B. Introduction of attendees, determination of quorum

Complete

C. Approval of Agenda

Agenda was reviewed by WG, motion to approve was brought by D. Leopard (1st), and C. French (2nd) Agenda was approved by unanimous consent

D. Verbal call for essential patents and reminder against discussing commercial topics

A link to the IEEE patent policy slides was distributed in the meeting agenda, no patent issues were voiced by the meeting attendees

E. Working group P&Ps and copyright policy

Links to the IEEE-SA approved WG Policies & Procedures and the IEEE copyright policy slides were included in the meeting agenda so that all attendees could review them

F. Approval of Minutes from previous meeting

Minutes were reviewed by WG, motion brought by D. Leopard (1st), and J. Gatscher (2nd) to approve the minutes. They were approved by unanimous consent.

G. Document Status

PAR was approved on February 8, 2019, with an expiration date of December 31, 2025

H. New Business

Review and discussed draft 1.7 of the document reviewing changes since draft 1.6. Discussion of equipment types that were originally in scope of the document but are now not being addressed such as Metal Enclosed Bus and how that affects other covered equipment such as Unit Substations.

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Expressed a need to create some selection examples for Annex B to help the document readers.

The proposed changes that were discussed and accepted in principle during the WG meeting will be integrated into the next draft and the WG intends to go to ballot with the document once these changes are completed.

Motion from J. Gatscher (1st) and D. Leopard (2nd) to request from ADSCOM to proceed to ballot with the discussed changes added to the document (draft 1.8). Motion passed with unanimous consent.

- I. Adjourn
Meeting adjourned at 3:42 PM.

Reported by: Darryl Moser – WG Secretary

Attendance record:

First Name	Last Name	Company Name	Role:	10/10/2023
Eddie	Wilkie	Eaton	Chair	X
Darryl	Moser	ABB	Secretary	X
Chris	French	Beta Engineering	Member	X
Jeffrey	Gatscher	Schneider Electric	Member	X
Dakota	Leopard	Eaton Generation	Member	X
Ashok	Ayyaswamy	Volta	Guest	X
Russell	Boyce	Eaton	Guest	X
Chris	Bridges	Eaton	Guest	X
Gary	Meekins	Southern States	Guest	X
Garett	Sims	Eaton	Guest	X