

IEEE C37.20.10 Working Group Meeting Minutes

Standard Definitions for AC (52 kV and below) and DC (3.2 kV and below) Switchgear Assemblies

Meeting Date: October 10, 2023

Meeting Time: 8:00 am - 9:45 am PST

Location: Catamaran Resort, San Diego, CA

Attendance

Members: 5, Guests: 12, quorum is met

Attendance is recorded at the end of the meeting minutes.

A. Call to Order

The meeting was called to order by WG Chair at 8:01AM on October 10, 2023.

B. Introductions

Participants introduced as recorded below.

C. Approval of Agenda

Revision 0 of agenda was shared. Motion to approve by Mike Lafond, 2nd by Darryl Moser. Approved by unanimous consent.

D. Approval of minutes from previous meeting

Revision 01 of previous meeting minutes were shared. Motion to approve by Mike Lafond, 2nd by Darryl Moser. Approved by unanimous consent.

E. Rules and Guidelines for conducting Working Group Meetings

Verbal call for Essential Patents – None Identified

F. IEEE SA Copyright Policy

Link and Slides for SA Copyright Policy shared

G. Working Group P&P's

Link for Working Group P&P's shared

H. PAR Status

PAR approval by SA Standards Board on 08-Dec-2021 & expires 31-Dec-2025.

I. New Business (Review D3 Document & Collect Topic Areas for Potential Action)

Updates on suggested actions for definitions (removable, withdrawable, Drawout) from Mike Lafond

- a. Motion by Mike Lafond: Modify definition of removable element to text shown in proposal 1 discovered in C37.20.1 Ad Hoc. Second by Kevin McGlown. Approved by unanimous consent.
- b. Motion by Mike Lafond: Go to ballot with changes from previous motion incorporated into draft 3B. Second by Robert Burns. Approved by unanimous consent.

Vote to send draft to ballot

J. Adjourn

Meeting adjourned at 8:36AM

Next Meeting:

March 31 - April 4, 2024 – Westin Beach, Fort Lauderdale, Florida

Recorded by:

Tom Hawkins (filling in for Truett Thompson)
WG Secretary
Oct 10, 2023

