

**IEEE/PES SWITCHGEAR COMMITTEE
MAIN COMMITTEE BUSINESS MEETING AGENDA
St. Pete Beach, Florida USA
Thursday, April 30, 2015**

Presiding Officer: Ted Olsen, Chairman
Recording Secretary: Todd Irwin, Secretary/Treasurer

	Agenda Item	Presenter
1	Call Meeting to Order	Ted Olsen – Chairman
Meeting called to order at 9:33AM		
2	Introduction of members & Guests	Ted Olsen
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. 	Todd Irwin
4	Agenda Review and Approval <p>Motion to approve by Allen Morse Motion Seconded by Ken Edwards Approved unanimously</p>	Ted Olsen
5	Approval of minutes of Fall 2014 meeting Approval is not required	Ted Olsen
6	Recognition	Ted Olsen
THANK YOU to our financial supporters for this meeting! <i>NEMA, EATON, Cleaveland Price, Powell, Alstom Grid, Mitsubishi, G&W, Siemens, ABB, S&C, Hitachi HVB, DNV-KEMA, Southern States, Schneider Electric</i>		
THANK YOU for the use of your projectors! <i>Hubble, Powell, BPA, Siemens, ABB, Alstom, Incon, Cooper, Southern Company,</i>		
7	Switchgear Committee Membership <ul style="list-style-type: none"> Committee membership adjustments <p>Membership adjustments - Moved a number of individuals from Member to Guest based on review of</p> <ul style="list-style-type: none"> PES, SA membership status Failure to attend 4/6 last meetings <p>Presentation attached (or will be a separate document posted with the minutes)</p> <p>Review of honorary member status to be undertaken by ERP SC</p>	Ted Olsen
8	Chairman's Report <ul style="list-style-type: none"> Technical Council Report Meeting Attendance <p>Restructuring occurring in PES affecting emerging technologies. SG should be fundamentally unchanged.</p> <p>Record attendance was reported.</p>	Ted Olsen
9	Switchgear Committee Financial Report <p>Annual financial report to IEEE submitted. We're covering our costs for the St Pete Beach meeting We will end this meeting with enough reserve to carry through to the fall meeting The committee is financially sound.</p>	Todd Irwin

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10	Standards Board 2018 drop dead date for all documents to be finished 33 documents in the works 6 PAR will expire end of 2015 Need to finish or apply for extension. Submittal dates <ul style="list-style-type: none"> • 24 July • 4 September • 16 October Report attached (or will be a separate document posted with the minutes)	Michael Wactor
11	Technical Committee Program Chair (TCPC) TCPC assigns reviewers to papers for PES general meeting Only one paper this year Don't need to be group member to be reviewer Reviewers needed Need more papers next year	Amy Rowell
12	Registrars Report <ul style="list-style-type: none"> • Affiliation of attendees Attendance Reported <ul style="list-style-type: none"> • 252 registered attendees • 32 companions • 31 new attendees • 146 registered for the Tuesday Luncheon • 142 registered for the Wednesday evening social event Breakdown of registration fees <ul style="list-style-type: none"> • Supporters contributed more than \$25K to this meeting • Individual registration fee represent less than \$75K • Fees would go up without support contributions PES Senior Members “how to find” – presentation attached Affiliation – should be stated every meeting <ul style="list-style-type: none"> • it's done at registration • will be reported by the registrar and attached as Main Committee minutes from here on forward for those individuals representing other entities at the Main Committee meeting 	Ken Edwards
<h2>Roster Location Check</h2>		
<h3><u>Subcommittee Reports</u></h3>		
13	Administrative (ADSCOM) Nothing to report to Main Committee	Paul Sullivan
14	Education, Recognition & Publications (ERP) Awards to present <ul style="list-style-type: none"> - PES Technical Committee Distinguished Individual Service Award – Mietek Glinkowski • PES Technical Committee WG recognition Award – C27.20.3 and C37.20.4 – Chair Charles Ball, Vice Chair Ted Olsen, WG members honored individually 	John Webb

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15	High Voltage Fuses (HVF) Resolving 7 documents down to 2 PAR requested C37.45 - Hope to ballot within 6 months	John Leach
16	High Voltage Switches(HVS) Good attendance 2 PARS to be submitted C37.30.3 – 2 year ext to be submitted C37.30.2 – recirculation submitted New members announced	Carl Reigart
17	High Voltage Circuit Breakers (HVCB) 38 members, 26 guests 10 active WG, 2 SG, 1 TF New WG starting to work on the definitions Everything on schedule for 2018	Mauricio Aristizabal
18	Low Voltage Switchgear Devices (LVSD) 21 members Everything on schedule for 2018 Discussion on color indicators – brought to ADSCOM for standard required colors	Allan Morse
19	Reclosers and Other Distribution Equipment (RODE) C37.74 was published C37.61 ballot summer Solid dielectric TF – final version of report presented – circulate internally Joint sponsorship with transformer SC – results not encouraging – discussion whether tie-in C57 is appropriate Nenad Uzelac will be new Chair following this meeting	Chris Ambrose
20	Switchgear Assemblies (SA) 31 members, 37 guests 14 active WG 3 documents completed 3 inactive groups On schedule for 2018 deadline.	Doug Edwards
<h2>Roster Location Check</h2>		
<u>Liasion Reports</u>		
21	ASC C37 Reconstituting committee due to retirements and personnel change Revised operating procedures	Ted Olsen
22	Short Circuit Test Liaison of the Nations of the Americas (STLNA) 12 attendees + 2 by phone Kirk Smith to attend new management committee meeting of STL No membership changes reported New Management Chairman – Paul Leufkins	Kirk Smith

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23	CIGRÉ	Mietek Glinkowski
<p>Mietek Glinkowski Term ends December 2015 Transition period – Nenad Uzelac will take over as A3 rep US has strong participation</p> <p>Starting fall – presentation outlining CIGRE status</p>		
<u>Old Business</u>		
24	Organization and Procedures Manual for Switchgear Committee	Ken Edwards - Past Chair
<p>Document provides guidance for activities outside standards business.</p> <p>Motion by Ken Edwards to approve Draft 8 as shown Motion seconded by John Webb</p> <p>Motion is approved unanimously</p>		
Roster Location Check		
<u>New Business</u>		
25	Quorum Verification	Todd Irwin
<p>49 out of 53 members were present 2 Honorary Members were present</p> <p>There were 103 guests</p>		
26	Future PES Meetings of Interest	Ted Olsen
<p>Refer to: http://www.ieee-pes.org/meetings-and-conferences/calendar/annual-view General meeting this summer in Denver, July 26-30, 2015 http://www.pes-gm.org/2015/</p>		
27	Maintain your AMS profile https://www.123signup.com/profile?Org=IPSC2	Ted Olsen
<p>Please let us know of changes of status – retirement, new job, etc.</p> <p>There are numerous “email bounces” reported – Please make sure your AMS profile includes your current working email address</p>		
28	Main Committee Membership – Requirements Maintain your memberships	Ted Olsen
<ul style="list-style-type: none"> • IEEE Member • Power & Energy Society (PES) • Standards Association (SA) • Attend at least four of last six meetings 		
Checks to move recommended individuals up to Main Committee and confirm current status underway		

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29	New Main Committee Members	Ted Olsen
<p>21 New Main Committee members announced – bringing membership from 53 to 74</p> <p>Will be done annually before the spring meeting. Recommendations for Main Committee membership should be made to the Chairman before the spring meeting</p> <p>Main Committee membership policy will be written and published</p>		
30	Future Switchgear Committee Meetings <ul style="list-style-type: none"> • Fall 2015 (20 Sept – 24 Sept), Catamaran Resort Hotel, San Diego, CA USA • Spring 2016 (25 Apr – 29 Apr), Sonesta Resort, Hilton Head, SC USA • Fall 2016 (9 Oct – 14 Oct) Sheraton Station Square, Pittsburgh, PA, USA 	Larry Farr
<p>Presented by Ted Olsen</p> <p>Working on 2017 – Portland, ME (Fall) and Charlotte, NC (Spring) Spring 2018 we will return to Disney’s Contemporary</p> <p>May entertain proposal to come back to Tradewinds but not earlier than 2019</p> <p>Looking for new ideas – Talk to Main Committee Vice Chairman if you have ideas</p>		
	<p><u>Other business</u></p> <p>– presented by Ken Edwards</p> <ul style="list-style-type: none"> • Minutes do not need to be approved in subsequent meeting. Chairman should ask only for corrections. <ul style="list-style-type: none"> ○ Minutes posted are considered approved unless otherwise ○ Revisions should be submitted to Main Committee Secretary with revision number for publishing • Shirts may be available for purchase with the next meeting – suggestions welcomed <ul style="list-style-type: none"> ○ San Diego registration to be open earlier to allow for ordering shirt with size. No extras will be available at the meeting – the only place to order will be registration <p>– presented by Ted Olsen – Thursday technical presentation</p> <ul style="list-style-type: none"> ○ Need suggestions for topics/presenters in order to publish the topic earlier in advance of the meeting. ○ ERP - John Webb coordinates 	
31	Adjourn	Ted Olsen
Meeting is adjourned 10:53AM		