

**Meeting Notes of IEEE WG E2
May 17, 2011– Chicago**

1. **Introductions**
Jim Sosinski, Chairman, opened the meeting with introductions. There were five voting members present. Eight guests were present. An attendance sheet is provided separately. The member roster was reviewed and it was determined that we had a quorum (5 out of 9) present at the meeting for voting purposes.
2. **Past Meeting Minutes**
Meeting minutes from the last meeting in Nashville were read and reviewed with the working group. It was noted that not all action items from the previous meeting had been completed.
3. **Survey**
Matt Bauer reported that we received only 8 responses to the survey. The group discussed ways to increase the response. The following strategies will be pursued:
Dave Harris will contact NRECA/RUS
Mike McNulty and Jim Sosinski will pursue getting a contact at USWAG to see if they will forward the survey to their utility member contacts.
Bruce Dietzman will get a response from Encore
4. **IEEE 980 Review**
Section 2 (References), Section 3 (Definitions), and part of Section 7 (Containment) were reviewed and revisions noted. Further review was constrained by time.
The group addressed various ways to accomplish the standard review since it was apparent that not enough time exists at the biannual PES Substation Committee meeting. The group developed a plan to have a live meeting webinar the first Tuesday of each month to review the standard. Matt Bauer will set this up and schedule the meetings. We also discussed the possibility of having a stand-alone 2 to 3 day meeting to wrap up the revisions after all survey data is compiled and once pass is made through the standard.
Working group members were assigned to review a specific section of the standard as follows:
Introduction, References, Definitions – Jim Sosinski
Scope and Purpose (update per PAR) – Jim Sosinski and Matt Bauer
Containment – Mike McNulty and Bill
Matt Bauer will contact the following members to see if they still plan to revise their sections:
Statutory requirements – Diane Watkins
Oil spill sources – Joe Gravelle
Criteria – Brian Wallace
Control and Cleanup – Don Wengerter
Matt and Jim will look into establishing an ftp site for the standard.
5. **Other Discussion**
A question was raised by a guest regarding the criteria for requiring oil containment for a substation associated with a wind power project. Various members of the working group addressed the question.
6. **Action Items**
-Matt Bauer to follow through with survey.

- See Item 4 above for review assignments. Matt will coordinate.
- Mike McNulty and Jim Sosinski will pursue getting a contact at USWAG
- Bruce Dietzman will get a survey response from Encore
- Dave Harris will contact NRECA/RUS
- Matt will set up Webinars for first Tuesday of each month
- Matt will email out the link to the survey to all working group members

Submitted by Jim Sosinski, May 19, 2011