

San Francisco PES ADCOM Meeting

Minutes

February 14, 2008

At the Offices of PG&E
245 Market St., Room 1401
San Francisco, CA

ADCOM Attendees

Julian Ajello	Sudhir Virmani
Shirin Tabatabai	Davis Erwin
Ben Williams	Jon Eric Thalman
Chuck Magee	Anupama Pandey
Mike Sherwood	Sandra Ellis
Shirley Taylor	

Shirin called the meeting to order at 12:25 PM. The previous meeting minutes were approved.

Treasurers Report

- Wachovia Account Balance: \$10,592.44 (includes IEEE section rebate for the fourth quarter, 2007 in the amount of \$ 1,728)
- Washington Mutual Account Balance: \$1.00
- Paypal Account Balance: \$ 0.00

Business and Action Item Updates

- **SF Section EXCOM update(Sandra/Ben/Julian/Shirin):**
 - Section rebate in the amount of \$ 1,728 for the fourth quarter of 2007 was sent out.
 - Section chair has to give the L-50 report by February 22nd.
 - If any individual is given any amount of money, e.g., honorarium, the individual is required to fill out a form with his name and address for tax purposes.
 - Officer training workshop sponsored by IEEE on February 23 in Mountain View. The event is using DoubleKnot for reservations. Everyone is encouraged to check out the features of this website for our use in future.
 - IAS will have a seminar in March. Flyer will be sent out soon.
 - EMBS chapter will have a dinner meeting on February 19th for cancer.
 - For the next section congress, the chapter and the section will split the cost. Any expenses to be submitted to the treasurer for reimbursement. The section will reimburse a maximum of \$750.
 - Teacher In-Service Program (TISP) will conduct a Training Workshop on April 4-5, 2008. Region 6 is the last one having this workshop.
 - The next section congress will be held tentatively in September 2011 and might be in Alaska/San Francisco or Syracuse.
- **GOLD & Student Activities for 2007:**
 - The section has voted to give GOLD \$ 2,000 for any social activity.

February 14th, 2008

- **Update on SFPES Website Maintenance (Chuck):**
 - None
- **Substation Committee Meeting: April 5-11 at Sir Francis Drake Hotel in SF**
 - Looking for volunteers interested in reserving buses and taking the participants on tours. John Randolph is the contact person.
- **IEEE Membership Development Program & Advancement Recognition (Julian):**
 - Julian wants to meet the individuals who he is writing recommendations for. It was suggested that the meeting could either be in person at one of the technical/ADCOM meetings or through a conference call.
- **Ben's Farewell (Shirin):**
 - Ben is leaving PG&E to work as a consultant from Washington. Thank you Ben for your contributions to IEEE San Francisco PES.
 - Ben expressed interest in staying involved and might participate in future meetings through a conference call.
- **Summer banquet (Shirin):**
 - Desired timeframe – May/June.
 - Everyone to start thinking of potential topics for the Banquet.
- **Short course (Jon Eric/Shirin/All)**
 - Desired time frame: April-May
 - Jon Eric to take the lead in organizing the short course
 - The short course will focus on Renewable Energy.
 - Potential topic for the short course could be engineering economics, solar/wind generation, renewable generation integration and storage technologies.
 - There could be a panel discussion as a part of the short course
 - We could have three 2 hour sessions and 3 speakers.
 - Jon Eric is preparing a list of potential topics for the short course.
 - Once the topics have been finalized, speakers will be selected.
- **Future Technical Presentations Ideas (All):**
 - Substation committee will be here in the 2nd week of April, if we want to have one of the participants to hold a technical presentation.
 - Gas Insulated Switchgear
 - Root Cause Analysis
 - Substation Automation
 - MRTU
 - Solar Developer/Renewable Technology Expert (Anu to check)

Action Items

The next ADCOM meeting will take place on 13th March 2008 at PG&E's office 245 Market, Room 1401 from 12 noon – 1 pm.

Respectfully Submitted by:
Anupama Pandey