

San Francisco PES ADCOM Meeting

Minutes

April 17, 2008

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

ADCOM Attendees

Julian Ajello	Shirin Tabatabai
Davis Erwin	Brandy Henson
Jon Eric Thalman	Frank Oppong
Chuck Magee	Anupama Pandey
Mike Sherwood	Sandra Ellis
Jon Jovin	Dan Sparks

Shirin called the meeting to order at 12:10 PM. The previous meeting minutes were approved.

- Treasurers Report**
- Wachovia Account Balance: \$8,964.93
 - Washington Mutual Account Balance: \$1.00
 - Paypal Account Balance: \$ 0.00
 - An attendee has paid twice for last year's course. He will have to be refunded.
 - Payment in the amount of \$820.0 made to OES for September 2007 joint event
 - Julian and Chuck reimbursed for March and April's Technical Meetings

Business and Action Item Updates

- ***SF Section EXCOM update(Sandra /Julian/Shirin):***
 - COMSOC will have a meeting on the 15th.
 - Bay Area council will host 2010 Congress meeting
 - There is a need for judges at the Central Area meeting on May 3rd at San Jose State University. Volunteers welcome.
 - San Francisco State University (Westfield location) is holding IT forensic Technical Meeting on April 19th. Details are on sections website (http://www.ewh.ieee.org/r6/san_francisco/)
- ***Senior Membership(Julian/Dan):***
 - Roger Sinsheimer attended April 2nd technical meeting and met Julian. Julian has filled out his nomination for senior membership
 - The second person who has requested for senior member nomination is out of the country right now but may come for May technical or ADCOM meeting.
 - Jon Eric is eligible for senior membership. He also knows a few people who are eligible and will contact them.
 - Shirin knows a few people who are eligible for senior membership and will contact them.
- ***Update on SFPES Website Maintenance (Chuck):***

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- Chuck is planning to update the website
 - Chuck will post new events and past technical meetings presentations on the website
 - If anyone wants something to be included in the newsletter, they should email the information to Chuck.
 - There is a new event, “Innovation Summit” on May 1, and 2. Shirin suggested that it should be included in the newsletter.
- ***Future Technical Presentations (All)***
 - Thanks to Chuck and Julian for arranging the previous presentations.
 - Solar presentation is planned for June 11th. Anu to prepare the flyer for circulations and co-ordinate the event.
 - Walter Bak from Exponent has agreed to give a presentation on Root Cause Analysis. Davis has volunteered to co-ordinate the presentation.
 - July speaker has not been finalized. Everyone is encouraged to contact experts for technical presentations.
- ***Short course – Smart Grid (Jon Eric/Shirin/All)***
 - The topic could be very broad and may take up the whole day.
 - There were questions about whether we pay the speakers for their time. The answer is that in the past we have paid for airfare and hotel accommodation only.
 - The short course is tentatively planned to be held in June.
 - Pick 3 dates in the month of June and reserve the CA State conference room and contact speakers for availability. The majority of speakers’ availability will determine the final date of the short course.
 - Short course on weekday versus weekend was discussed for attendance. Looking at a Monday or Friday for the event can entice attendees to stay for the weekend in the Bay Area.
 - Organizing the event is too much work for one person. Jon Eric will send out a list of potential speakers for other ADCOM members to help contact.
- **Summer Banquet:**
 - Pick a date in the month of August.
 - Potential speakers include Bob Stuart from Bright Source to discuss the 800MW solar energy project. Another possible topic would be the Electric car plug into grid by PG&E. First contact Bob Stuart and if he is interested then move onto second choice.
- ***Others –(All)***
 - Pauline Tapia is organizing a toast-masters event focusing on public speaking with emphasis on technical presentations. Course will be over 5 weeks with meetings on week 1,3, and 5 in Oakland on Grand Ave at the Ch2MHIL building.
 - Discussion on closing WAMU checking account because of the burden of extra paper work and sending signature card to IEEE headquarters to be put on account. Council has paid from double-knot service this year, will cost chapter roughly 1-hour of labor/\$45 per event. A motion to close the WAMU account as soon as possible was unanimously approved. In future if necessary will look and re-opening checking account for paypal purposes if double-knot is not sufficient.

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Action Items:

Next Meeting on Thursday, May 13th in same location

Action Items

- 1.) Speaker gifts research and order - Davis???
- 2.) Close WAMU checking account - Davis
- 3.) Send out list of potential speakers for the short course and request help in contacting these people - Jon Eric
- 4.) Find availability of training room for short course - Chuck
- 5.) Contact Bob Stuart to see if he is interested/available to present at summer banquet – Shirin
- 6.) Jon Eric and Shirin to contact those eligible for Senior Membership.

The next ADCOM meeting will take place on 15th May 2008 at PG&E's office 245 Market, Room 1401 from 12 noon – 1 pm.

Meeting Adjourned at 1:20pm

Respectfully Submitted by:
Anupama Pandey