

# San Francisco PES ADCOM Meeting

## *Minutes*

**February 11, 2009**

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

### ADCOM Attendees

Shirin Tabatabai	Chuck Magee	Mike Sherwood
Anupama Pandey	Jon Eric Thalman	
John Joven	Patrick Tan	
Julian Ajello	Dan Sparks	

Shirin called meeting to order at 12:11 PM. The January 2009 meeting minutes were approved.

### **Treasurers Report:**

Concentration: \$8938.47\*

PayPal: \$0.00

\*Includes \$950 for 2007 High Performance Award received Jan 2, 2009.

### **Business and Action Item Updates**

- **2009 Officer Elections (Shirin):**
  - Chuck sent election ballots via e-mail
  - Total of 19 election ballots were submitted
  - The election process had a user “unfriendly” process
  - Problem sending links
- **Website Update/Discussion (Chuck):**
  - Flyer for Mission Substation tour has been distributed
  - Errors when sending previous newsletter
  - It was sent 3 times, which could of activated spam filters
  - Subscription to newsletter can be found on bottom list of a previous newsletter
- **EXCOM Update (Julian, Dan, Shirin):**
  - First EXCOM meeting took place last Tuesday, February 3rd
  - IEEE training in Mountain View went well, info was very useful for new members
  - New IEEE logo has been announced
  - Shirin recently ordered T-Shirts for SF PES members and desktop clocks
  - Desktop clocks are gifts for speakers
  - Clocks should arrive in two weeks and were approx. \$34 each

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- **Technical Presentations (All):**
  - February 25<sup>th</sup> Mission Substation Tour to have two groups of 15 persons each
  - March Gateway Generating Tour has been placed on hold
  - Possible March presentation on Dissolved Gas Analysis. John to follow-up.
  - Possible April presentations: Neil Young, Craig Campbell, MRTU
  - MRTU topic could be a short course
  - Randir Singh is taking lead to get in touch with MRTU contacts
- **Speaker Gifts for Past Speakers and Short Course Instructors (All):**
  - First and only chapter to send in an L-50
  - Mike will contact short course speakers
  - Shirin will send thank you letter to Bob Stewart
  - Mike has created a template for thank you letters
  - Dan will send out appreciation certificates
- **GOLD & Student Activities for 2009 (Mike):**
  - Mike attended last event on Feb. 5<sup>th</sup> at the Holding Room in Embarcadero
  - About 13 were expected, and 20 people attended
  - The group brainstormed ideas for GOLD activities
- **Short Course / Banquet Tentative Date and Topic (All):**
  - Tentative date for Banquet set for May/June 2009
  - Noted past problems from last year, i.e., food arriving late
  - Ideas for location includes:Americano, Sinbad, Bloomingdales, SF State Downtown
  - It's preferred to have the banquet location in SF and near a BART station
  - Short Course: New technology on High Voltage Circuit Breakers
  - Julian will check who the author is for the book
- **Update List of Topics for Technical Presentations (All):**
  - Add topic for "New Technology on High Voltage Circuit Breakers"
  - Send past presentations to Chuck for website (short courses, technical presentations)
- **Round Table (All):**
  - Shirin will contact classmate at CEC for potential presentation on renewable portfolio
  - Anu will contact E-Solar regarding speakers for a presentation
  - Nominations for Outstanding Engineer

### **Action Items**

- 1.) Randir taking lead to get in touch with his MRTU contacts for a May Short Course;
- 2.) Mike to contact short course speakers regarding speaker gifts;
- 3.) Shirin to send thank you letter to Bob Stewart;
- 4.) Dan to send out appreciation certificates to previous speakers;
- 5.) Julian will check who the author is for the book on HV Circuit Breakers;
- 6.) Shirin will contact classmate at CEC about a renewable portfolio presentation;
- 7.) Anu will contact E-Solar regarding speakers for a presentation;
- 8.) John to follow-up on a March presentation on Dissolved Gas Analysis,

Next ADCOM meeting Wednesday, March 11, 2009

Meeting Adjourned at 1:18 PM.

*Respectfully Submitted by:*  
John Joven