

Jackson, MS IEEE PES Chapter Petition Meeting Minutes

February 21, 2012

12 noon to 1 pm

Entergy Transmission Headquarter Building

Participants:

Charles Ingram

Jameson Mitchell

Naveen Bokka

Tom Field

Purpose of Meeting:

Discuss the petition for a new IEEE PES Chapter in Jackson and how the chapter would operate.

Meeting Details:

The agenda was covered and accompanied with a power point presentation. The discussions are shown below for each agenda item.

1) Introductions

The members present introduced themselves and gave some background on themselves.

2) Background on PES Chapter Formation

Tom Field discussed the IEEE Region 3 approaching him to start a chapter and the need for a technical program in power in the Jackson area

3) Petition Signing

The petition had the required 12 signatures prior to the meeting and 1 additional signature was added. Tom stated that he would try to get the full 20 signatures before submitting it to the section chair to sign.

The questions that accompany the petition were covered. Modifications to the questions from the members at the meeting are shown below:

Question 1) Add the following sentence "There is a lack of technical power presentations in the area for IEEE PES members. This new chapter will provide the power presentations that the IEEE PES members would like to have."

Question 2) Change "presenters" to "presentations".

Question 3) No changes requested

Question 4) Eliminate the sentence with the webmaster reference. Add the following sentence in its place "IEEE PES members in the Jackson area have volunteered to run for all of the officer positions and committee chair positions when the Chapter becomes active."

Tom stated that he would send a copy of the petition and questions to all the PES members in the Jackson area once it is signed by the section chair.

4) Chapter Operation

- a. PDH credit qualification for each event
Everyone agreed that the chapter should concentrate on technical presentations at the meetings that provide a PDH. Everyone agreed that the presentations should be IEEE Quality (generic technical content) and not contain commercial content.
- b. Locations for meetings (Entergy, Siemens, JSU, other)
Everyone agreed to have the meetings in the Jackson area. Everyone agreed to start with meetings at the Entergy Transmission headquarters building initially. Everyone agreed that this should be opened to any members that would like to host a meeting. . Everyone agreed that the chapter should be run by officers from the Jackson area because they would be most likely to make all the meetings at lunch. Everyone agreed that all PES members in the Mississippi section would be invited to all functions. There was some discussion about having the name Jackson in the Chapter and Tom stated he would have to look into the bylaws of the section, discuss with the section, and with the region 3 PES representative.
- c. Meal arrangements (cafeteria where available with no IEEE involvement)
Everyone agreed that the cafeteria location would be good. Everyone agreed that the first few meetings would use this method.
- d. When cafeteria not available, \$10 non-PES member, free PES member
Everyone agreed that the member development chair would look at this as a possibility later if there are a lot of people attending and the IEEE PES membership in the Jackson area does not increase.
- e. Sponsors to fund lunch when arrangements required
Everyone agreed that this should be acceptable. Everyone agreed that the sponsor logo should be on the flyer and the website.
- f. Website and webmaster
Jameson stated that he had volunteered to be the webmaster. He stated that we would probably use the same format as the website that the New Orleans IAS chapter uses.
- g. IEEE List-server
Tom stated that he would get an IEEE list-server once the chapter becomes active. He stated this would be used to communicate with the members.
- h. Rotational executive committee (1 year treasurer, 1 year secretary, 1 year vice chair, 1 year chair)
Everyone agreed that this would be the best way to do this. Tom stated he would look into the bylaws and see how we can put this in the chapter documentation. It was stated that the chair and the secretary would do the most work, so there is a year with not much work, then a year with work, then a year with not much work, and then a year with work for the rotating schedule.
- i. Technical program, Membership Development, and Future Conferences committees

It was stated that the technical program committee chair would arrange the presenters and get the abstracts and bios for the presenters. A flyer from the New Orleans IAS was shown and everyone agreed that this is the format that the Jackson PES chapter should use.

It was stated that the Membership Development committee chair would work on increasing the membership which may include fees for events for non PES members. It was stated that this and other actions including materials for promoting the IEEE PES would be handled by the Membership Development committee chair.

It was stated that while Jackson does not have many power conferences because of airport limitations, Jackson could have some in the future. The circuit breaker maintenance conference held in Jackson last year was referenced as an example of a conference on power held in Jackson that was successful. It was suggested that an IEEE PES member from JSU would be a good candidate for this position since they were starting an EE program this semester with a power track and would interact with other power professors around the country.

5) Meeting Schedule

a. Monthly Meetings

Everyone agreed that a monthly meeting should be held.

b. Week of Month, Day of Week, and Time of Day

Everyone agreed to have the meetings at 12 noon on the 2nd Wednesday of each month.

c. 4 month tour, 8 month short course (6 to 8 pdh hour), 4 month tour

Everyone agreed to consider a short course and 2 tours a year after seeing how much participation there is by others.

6) Volunteers

a. Officers

It was stated that we had a volunteer to run for each of the four officer positions, but it would be opened to others to run for offices at the first meeting and then elections would be held at the second meeting. These are:

Tom Field, Chair

Chris Sistrunk, Vice Chair

Naveen Bokka, Secretary

Jeremy Blair, Treasurer

b. Committees

It was stated that there are volunteers for the technical program chair and the membership development chair. These are:

Charles Ingram, Technical Program Committee Chair

Karthik Munukutla, Membership Development Committee Chair

c. Webmaster

It was stated that Jameson Mitchell just joined the IEEE PES and that he volunteered to be the webmaster.

7) Other Discussions

a. Section newsletter editor

Tom stated that he talked to the section vice chair on Friday and that he stated that the section could start a newsletter if we could supply a newsletter editor. It was stated that this would be solicited in the meetings until one was found. Tom stated that the vice chair had agreed to send out the meeting notices in the email that is sent out with the section meeting notices to the members.

b. Chapter Logo

Tom showed the logo used by the New Orleans IEEE section and the logo used by the New Orleans IAS chapter. He stated that it gave an individual branding to the chapter. Everyone agreed that the chapter should use a logo. It was stated that a magnolia flower would be more representative for the Mississippi section, but a dome of the capital would be more representative of a Jackson chapter. Everyone agreed to throw out some suggestions and possibly drawings at one of the first meetings and get a group agreement on what to use.

c. Topics for meetings

The following topics were agreed to for the first meetings and that the specific topic would be refined after discussing with the larger group:

Generators

Transformers

Circuit Breakers

Relays (get an IEEE PSRC rep to give a discussion on what they are doing in protection)

Surge Arresters

Capacitors

Transmission Lines

Underground Cables

Power Quality

Planning

NESC (arc flash at the EHV level)

Electric Vehicles

Smart Grid (Smart Sync)

d. Tour Locations

The following potential tours were discussed. The ones accepted to consider for the first year are shown as year 1:

Siemens Factory in Richland – year 1

Generating Station in Jackson – Rex Brown – year 1

Taylor Power Systems

ABB (Kuhlman) Factory – Crystal Springs

Control Systems – low Voltage Switchgear Assemblies near Fortification Street

Lakeland Substations – 230 KV

Clinton Entergy training center

Jackson Water Treatment plant

e. Short Course Topic

Some topics for short courses were discussed. The one accepted to consider for the first year is shown as year 1:

Protective Relaying

Surge Arresters

Power Quality – year 1 – separate presenters on flicker, harmonics, and reliability indices as well as ALT schemes

f. Next steps

Everyone agreed to have the first technical meeting on March 14 at noon to 1 pm in the Entergy Transmission Headquarter building. Everyone agreed that the topic would be Smart Grid and presented by Smart Sync. Charles will contact Smart Sync and send the abstract as well as the bio to Tom. Tom will make the flyer and send it out to the members.

8) Adjourn