San Francisco PES ADCOM Meeting

Minutes
November 10, 2004
At the Offices of Nexant, Inc.
101 Second St, 11th Floor
San Francisco, CA

ADCOM Attendees

Julian Ajello	Bhaskar Ray
Glenn Goldbeck	Shirin Tabatabai
Curt Irwin	Siri Varadan
Chuck Magee	Shimo Wang
Chris Parks	Ben Williams

Siri called the meeting to order at 12:10 PM. The meeting minutes from 10/14/2004 were reviewed and approved.

Review of Previous Action Items

1. *ACTION (2004 Short Course):* See Old Business.
2. *ACTION (Technical Meetings):* See Old Business.

Old Business Updates

- *2004 Short Course (Congestion Management):* The Short Course on October 16 was a success. A profit of roughly $300 is expected, although several hundred dollars have not yet been received. Surveys were distributed at the course, and 20 responses were received. Based on a scoring range of 1 (bad) to 5 (good), the average response score was **4.7**!! Low scores were only found in two areas. One was regarding a speaker that attendees felt was underqualified. ADCOM discussed the need to check the qualifications of speakers more carefully in the future. The other low scores were in regards to the food provided. ADCOM discussed the need to more closely coordinate with the SF State student chapter on the food expectations and specifications next time, or evaluate other catering options or locations. The IEEE GRID advertising was generally agreed to have not been very effective and ADCOM should consider not spending $600 on a full-blown GRID advertisement for the next Short Course. Many thanks to Shimo and all others who worked on this event.

- *High Performance Chapter Award (HPCA):* Siri asked each ADCOM member responsible for a category of activities, as specified on the attached schedule, *to send him information about this year's activities in that area* for use in the HPCA application.

- *Elections for 2005 ADCOM Officers:* As reported last month, the officers nominated for 2005 are: President – Chuck Magee; Vice President – Bhaskar Ray; Treasurer – Ben Williams; Secretary – Shirin Tabatabai. Siri asked these individuals to *send him biographical information and a picture as soon as possible*.

New Business

- *IEEE PES ADCOM Appreciation Lunch:* Siri announced a holiday appreciation lunch for all ADCOM members. ADCOM members voted to hold a lunch rather than a dinner. The lunch will be planned for **December 21, 2004** at the **Atrium**; mark your calendars!!

- *SF IEEE PES 2005 Summer Meeting:* This meeting will be held in San Francisco at the Hilton (Union Square). IEEE is eager to get support from ADCOM. Four SF PES and one OEB PES members met with meeting organizers on October 27 to discuss meeting preparations. Meeting organizers indicated that they will need 8-10 committee chairpersons leading the roughly 100 volunteers needed to pull off the event. No corporate sponsor has been identified as of yet for this event; organizers indicated that they would attempt to contact PG&E. ADCOM members are still awaiting an email follow-up to the meeting that was promised, but will proactively attempt to contact volunteer organizers to get the latest status.

- *Future Technical Meeting Topics:*

  - Fuel cells: The "Future Car" PBS video was obtained by Chuck and screened by Julian. Since one more technical presentation is needed to qualify for the HPCA, this event will be scheduled for December 1. *Chuck will develop a flier and make arrangements.*
  - Substation Design Automation: Speaker and date still unscheduled. This meeting will be scheduled for 2005. (**Kris**)

Next ADCOM meeting will take place on December 21, 2004. Meeting adjourned at 1:00 PM.

Respectfully Submitted by:
Ben Williams, SF PES Secretary

Task_Name	Duration	Start_Date	Finish_Date	Resource_Names
ADCOM Meetings				**SV**
January	1 hr	7-Jan-2004	7-Jan-2004	
February	1 hr	18-Feb-2004	18-Feb-2004	
March	1 hr	24-Mar-2004	24-Mar-2004	
April - Spring Banquet	4 hrs	15-Apr-2004	15-Apr-2004	**BR**
May	1 hr	19-May-2004	19-May-2004	
June	1 hr	16-Jun-2004	16-Jun-2004	
July	1 hr	14-Jul-2004	14-Jul-2004	
August	1 hr	18-Aug-2004	18-Aug-2004	
September	1 hr	15-Sep-2004	15-Sep-2004	
October	1 hr	13-Oct-2004	13-Oct-2004	
November	1 hr	17-Nov-2004	17-Nov-2004	
December	1 hr	15-Dec-2004	15-Dec-2004	
GOLD Program				**CI**
Support	1 day?	6-Jan-2004	6-Jan-2004	
Joint Meeting	2 hrs	26-Mar-2004	26-Mar-2004	
Workshop	1 day?	6-Jan-2004	6-Jan-2004	
Chaper information on Web				**DS,SW,CMcG,KB**
Periodic Updates - Mtg min, Plan, Announcements etc	1 day?	6-Jan-2004	6-Jan-2004	
PEN	1 day?	6-Jan-2004	6-Jan-2004	
Chapter Outstanding Engineer Award				
Nomination	1 day	6-Jan-2004	6-Jan-2004	**SV,KB,DS**
Submit paperwork	1 hr	23-Feb-2004	23-Feb-2004	**SV**
Student Activity	1 day?	6-Jan-2004	6-Jan-2004	**SW**
Work with SFSU - Engineers Week, Scholarships etc.	1 day?	6-Jan-2004	6-Jan-2004	
Tutorials	1 day?	6-Jan-2004	6-Jan-2004	
Workshop	1 day?	6-Jan-2004	6-Jan-2004	**SW**
Educational Activty				**BW**
Superconductors in Power Systems	1 hr	4-Feb-2004	4-Feb-2004	**BR**
Fuel Cells	1 day?	6-Jan-2004	6-Jan-2004	**CMcG**
Substation Automation	1 day?	6-Jan-2004	6-Jan-2004	**KB,BR**
Integration Opportunities in Distribution Operations	1 hr	12-May-2004	12-May-2004	**SV**
Post Election Results	1 day	15-Oct-2004	15-Oct-2004	**DS**
Membership				**JA**
New Recruits	1 day?	6-Jan-2004	6-Jan-2004	
Advancement	1 day?	6-Jan-2004	6-Jan-2004	
Recognition	1 day?	6-Jan-2004	6-Jan-2004	
Annual Report of Chapter Activities	10 days	6-Dec-2004	17-Dec-2004	**SV,CMcG**
Submit Application for HPCA	1 day?	31-Jan-2005	31-Jan-2005	**SV,CMcG**

CAUTION: This information is several months old.