

San Francisco PES ADCOM Meeting

Minutes

April 21, 2005

At the Offices of PG&E
Room 1583, 77 Beale Street
San Francisco, CA

ADCOM Attendees

Chuck Magee
Shirley Taylor
Foung Mua
Julian Ajello
Sandra Ellis

Bhaskar Ray
Shirin Tabatabai
Chue Thor
Ben Williams

By Phone:

Shimo Wang

Chuck called the meeting to order at 12:15 PM. The meeting minutes from 3/23/2005 were reviewed and approved.

Chapter's current most recent bank balance is \$ 8033.42

Review of Previous Action Items

1. ***ACTION (Technical Meetings):*** See Old Business.
2. ***ACTION (Paypal Account):*** See Old Business.
3. ***ACTION (2005 Short Course Topics):*** See Old Business.
4. ***ACTION (Discount Policy for Members):*** See Old Business.
5. ***ACTION (Distribution List):*** See Old Business.

Old Business Updates

- ***SF IEEE PES 2005 Summer Meeting:*** Bhaskar and Julian gave update. IEEE is estimating to be \$66,000 in deficit for the 2005 general meeting. Looking for sponsorship of technical tours to provide lunch. Letters are going out from Jeff Butler's office asking for sponsors. Planary session is being finalized. Volunteers are needed and Julian will send out letter asking for volunteer. IEEE is concerned about the labor dispute at the Hilton hotel and the possibility of a labor walkout during general meeting. GOLD activities may be held within the general meeting.
- ***Distribution List Update:*** Chue is updating the list and adding addresses of attendees to events. The list will not be limited to IEEE members. The distribution list will be used to send out the PEN and also to advertise for upcoming events. Chuck will send out an email that will be short and give bullets of the information in the email.
- ***Next Technical Meeting Topic:***

- Fuel cells: The “Future Car” PBS video will be shown at the next technical meeting. This event is scheduled for April 27th in the CPUC building. So far 15 people have signed up for the
 - Need a lunch topic for the month of May. Julian suggested a speaker from the CPUC to discuss the general rate case overview. Shirin will look for a speaker from PG&E. Date for event will be May 25th.
 - Need to order and buy gifts to give to guest speakers at events. Suggestions were made to purchase gift cards. The consensus is to purchase products with the IEEE logo to give to guest speakers.
- ***Paypal Account Update:*** Ben looked into creating a Paypal account to collect money for events. The main account cannot be used to set up a paypal account. Ben will look into opening a secondary account to use for paypal and deposit money into the primary account. The signature cards will have to be updated yearly along with the concentration/primary account.
 - ***Event discounts for ADCOM Members:*** Half of the IEEE and PES membership fee for the first year of a new ADCOM member will be reimbursed. This is provided the person does not get reimbursed from the employer. The honor system will be used for monitoring. At all ADCOM sponsored events all ADCOM members will receive a 25% discount.
 - ***Place for Workshop:*** The Milton Marks conference center can be used for free provided there is no charge to attend. It is located 2 blocks from the Civic Center BART station. Chuck will ask if it is ok to charge for attendance since we are a non-profit organization.
 - ***2005 Banquet:*** The topic to follow up from last year’s northeast blackout about the new grid requirements as a result of the 2003 blackout. The CAISO has a new CEO and a speaker from PG&E, possibly Jeff Butler.

New Business

- ***IEEE PES ADCOM HCPA Check:*** A check for \$850 was received from IEEE and another \$1,000 from the section for ADCOM’s High Chapter Performance Award for 2004. ADCOM will make effort to receive a HCPA for 2005.
- ***Outstanding Engineer Award:*** One person can be nominated for this award per year based on efforts, time and dedication contributed towards organizing ADCOM events. Chuck will nominate Shimo Wang for this year outstanding engineer award and nominate Ben Williams next year.
- ***Broadcasting events:*** Shimo suggested broadcasting technical meetings or other events via the internet. The software or service providers will be looked into to see if that service can be provided easily and without incurring too much cost.

Next ADCOM meeting will take place on May 19, 2005 at the Offices of PG&E Room 1586, 77 Beale Street. Meeting adjourned at 1:20 PM.

Respectfully Submitted by:
Shirin Tabatabai, SF PES Secretary

