

San Francisco PES ADCOM Meeting

Minutes

November 16, 2006

At the Offices of PG&E
Room 1411, 245 Market Street
San Francisco, CA

ADCOM Attendees

Julian Ajello	Shirin Tabatabai
Chuck Magee	Jon Eric Thalman
Manuel Munoz	Ben Williams
Curt Irwin	Shirley Taylor
Foung Mua	Davis Erwin

Ben called the meeting to order at 12:10 PM. October meeting minutes were approved.

Shirin reported that the Chapter's most recent bank balance is \$6598.97 as of November 16, 2006.

Review of Previous Action Items

1. **ACTION (Plan a GOLD event):** See Old Business

Old Business Updates

- **GOLD Meeting:** Tour of Martin Substation planned for December 9th.
- **SF PES bank balance:** The SF PES Balance is high. We are anticipating two checks from the section totaling around \$2,000 plus an award from PG&E of \$250. The balance will be around \$8,850. We discussed ways to lower this balance, such as lower banquet prices, better lunches at technical meetings, greater discounts for IEEE members and access to technical libraries for members
- **Gifts for Speakers:** The SF section has purchased gifts for speakers including flash drives and laser pointers. The section has asked PES to pay for 50% of the costs.
- **2006 Fall Banquet:** Overall banquet had a low turnout. The noise from the restaurant kitchen made it hard for the attendees to hear the speaker. It would be nice to have a designated person to recruit corporate tables and sponsorship. UISOL was out of town. Paypal was used by about half of the attendees. The turnout may be better with a technical topic. We should develop a *Best Practices* checklist for future events. See Action Items
- **PES Website:** Chuck reported about 2,100 hits since January 2nd, with spikes occurring after the newsletter goes out, which contains a link to the site.
- **IEEE Senior Membership Drive:** We have one member interested in becoming a senior member. We discussed inviting him to a meeting before we make an endorsement.
- **Paypal Account:** The Paypal checking account (WaMu) needs to be zeroed out before December 31st.
- **2007 ADCOM elections:** Will do electronic elections similar to last year. See Action Items

- **January Technical Meeting:** Cathodic Corrosion Control is a possible topic for a January technical meeting. Another potential speaker is Ashley Harkness of ETI. See Action Items
- **2007 Short Course:** Possible topics include Nuclear Power Resurgence or Arc-Flashing as it pertains to the electric utility industry. Tentative date in March. The 2006 short course volunteers and attendees were not allowed time off to attend. See Action Items
- **2006 EOY Report:** Begin preparing the end of year report for the HPC. See Action Items
-

Action Items

- Chuck and Shirin: Develop *Best Practices* checklist for future events.
- Chuck: Work with Ben to get active PES members distribution list to mail out election ballots.
- John Eric and Michael: Discuss which offices you would like to hold in 2007 (treasurer or secretary)
- Chuck: Talk with guy on Cathodic Corrosion Control for January meeting
- Curt: Talk with Ashley Harkness after you hear from Chuck on corrosion guy
- John Eric: Discuss with Matt Stephens about allowing time off for volunteers and attendees
- Ben: Let us know what you need to file the EOY report
- Ben: Follow up with senior IEEE member that needed sponsorship and invite to next ADCOM meeting
- Ben: Find out if the senior member sponsor this year will make HPCA more appealing

Next ADCOM meeting will take place on Wednesday, December 13, 2006 at Boulevard Restaurant, 1 Mission Street at 11:30 A.M. Meeting adjourned at 1:15 PM.

Respectfully Submitted by:
Curt Irwin, SF PES Secretary