

San Francisco PES ADCOM Meeting

Minutes

January 10, 2007

At the Offices of PG&E
Room 1420, 245 Market Street
San Francisco, CA

ADCOM Attendees

Sandra Ellis

Shirley Taylor

Ben Williams

Shirin Tabatabai

Jon Eric Thalman

Davis Erwin

Ben called the meeting to order at 12:10 PM. November meeting minutes were not reviewed but were approved.

Shirin reported that the Chapter's most recent bank balance is \$8320.48 as of January 10, 2007.

Review of Previous Action Items

1. *None*

Business Updates

- ***Election Plans:*** Charles Magee expected to send election e-mail notification by Sunday, January 14th.
- ***Annual Chapter Report/HPCP:*** Was due and submitted by December 31st and included activities that this group officially sponsored. High Performing Chapter Program application is due by January 31st in order to be considered for an award. See Action Items
- ***SF PES bank balance:*** Discussed ways of spending balance to benefit all members. One possible idea is to buy lunch at technical meetings for IEEE members (Take into consideration that EXCOM gives \$5 per person for all attendees). Giveaways to IEEE members who attend the short course were suggested. Contribute more to GOLD events.
- ***Goals for the 2007:*** Host more technical meetings than 2006 (6 technical meetings were held in 2006). Hold (1) banquet unless a compelling topic becomes available that would justify a 2nd. Hold (1) short course (Protection).
- ***Methods for attracting Speakers:*** Gifts, Paid Expenses, and Recognition.
- ***Methods for adding value to IEEE members attending meetings:*** Free book bags, discount for members, raffle, and brain teasers.
- ***Methods for attracting IEEE Membership:*** Focus on Student IEEE members transitioning to GOLD.
- ***Website:*** (no update on this topic)
- ***IEEE Senior Membership Application:*** No additional information on the Senior membership application. If accepted, consideration will be given to *recognition at the Banquet* along with a free *dinner*. Additional notes on this topic: Obtain HPCP credit if 5+ new senior members are added within

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the year. Senior membership requires References, 10+ years in industry/IEEE, and a significant contribution to the industry.

- **January Technical Meeting:** Cathodic Corrosion Control technical meeting will be held on January 18, 2007.
- **Feb-Mar Technical Meeting:** MPAC is a possible topic for the next technical meeting. Another potential speaker is Ashley Harkness of ETI. See Action Items. (Future possibilities – Battery Manufacture presentation and Composite Core conductor)
- **2007 Short Course:** Topic will be Protection with roughly four 2-hour topics. The course will be developed for a Non-Protection PES audience. Tentative date in March; possibly April. Offer a Reference book for incentive to attend? (Blackburn) See Action Items
- **Dues Reimbursement:** The group discussed the possibility of offering additional incentives to ADCOM members to increase participation (No consensus was reached by meeting attendees). Nothing prevents ADCOM from getting IEEE dues reimbursement. Currently, 1st year volunteers get ½ due reimbursements if they assist with one event attend meetings.

Action Items

- Ben: Follow-up on missing L31 forms for chapter and GOLD meetings
- Shirin: Contact Greg Starnes and/or Anthony Haroian for MPAC details and Ashley Harkness with ETI for follow-up.
- Davis: Develop initial syllabus proposal for Protection Short Course.
- Ben: Follow up on Managers thoughts on holding Short Course on a Weekday.

Next ADCOM meeting will take place on Wednesday, February 14, 2007 at PG&E offices to be announced later. Meeting adjourned at 1:15 PM.

Respectfully Submitted by:
Davis Erwin