

C37.100.6 Working Group
MINUTES OF THE SPRING 2019 MEETING
Hilton Burlington Lake Champlain, Burlington, VT

Attendance:

- 11 people were in attendance
- 7 of 11 total WG members participated, thus Quorum was met (64%)
- 4 guests participated

Membership and attendance status was updated in AMS system.

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A. Call to order

Meeting was called to order by WG Chair, Eddie Wilkie, at 8:00 AM

B. Introduction of attendees

Complete

C. Approval of Agenda

Agenda was reviewed by WG, motion brought by Chris French (1st) and Tom Hawkins (2nd) and approved unanimously

D. Approval of Minutes from Kansas City Meeting

Minutes were reviewed by WG, motion brought by Terry Woodyard (1st) and Tom Hawkins (2nd) and approved unanimously

E. Rules and guidelines for conducting working group meetings

No patent issues were voiced by the meeting attendees

F. Working group P&Ps

Working Group Chair reviewed IEEE-SA approved Working Group Policies

G. Document Status

Par was approved on February 8, 2019 with an expiration date of December 31, 2023.

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H. Document Review

Discussion of AC 156 and the things that we believe are lacking in it:

- *Possible definition is needed for “Product Line”*
- *“Structural Features” is not defined in AC 156*
- *IEEE 693 is a possible reference for definitions*
- *Mounting Features – stand-alone enclosure versus multi-section lineup, indoor versus outdoor equipment, mounting challenges associated with metal enclosed bus*
- *How to address Unit Substations, since they are too large to fit on the shake table and the transformer itself is not within our scope*
- *External interfaces to the equipment - do we need to address the weight of incoming cables as part of the equipment evaluation*
- *Subassemblies (components) how to address the large number of components and the relative importance of certain components (VTs) versus other components that are less critical in nature (indicating light) to the function of the equipment*
- *Possibly define components by primary (safety function) versus secondary (monitoring/indicating) functionality of equipment*

I. Action Items / Schedule

- a) Eddie Wilkie will create a draft of some definition for ambiguous terms like; “Structural Features”, “Ganged assemblies”, “Primary function components”, “Secondary function components” and will distribute to the WG by the end of May.
- b) Terry Woodyard to work with IEEE Template to be patterned after C37.20.7 with multiple annexes.
- c) Dave Riffe to look at definitions of essential safety related components and report back to the WG

J. Adjourn

Meeting adjourned at 9:47 AM.

Reported by: Darryl Moser – Vice-Chair

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Attendance record:

Role	First Name	Last Name	Company
Chair	William	Wilkie	Eaton
Vice-Chair	Darryl	Moser	ABB
Guest	David	Beseda	S&C Electric Co.
Guest	Clint	Carne	Schneider Electric
Member	Christopher	French	Eaton Corporation
Member	Tom	Hawkins	Siemens Industry, Inc.
Guest	Miklos	Orosz	Myers Controlled Power
Member	Owen	Parks	ABB
Member	Dave	Riffe	Westinghouse Electric Company
Guest	Donald	Swing	Powell Industries
Member	Terrance	Woodyard	Siemens Industry Inc.