

C37.100.6 Working Group
MINUTES OF THE SPRING 2020 MEETING
Online WEBEX Meeting

Attendance:

- 14 people were in attendance
- 7 of 10 total WG members participated, thus Quorum was met (70%)
- 7 guests participated

Membership status and attendance was updated in the 123 signup system.

=====

A. Call to order

Meeting was called to order by WG Chair, Eddie Wilkie, at 10:15 AM

B. Introduction of attendees, determination of quorum

Complete

C. Approval of Agenda

Agenda was reviewed by WG, motion brought by Terry Woodyard (1st) and Chris French (2nd) with no opposition

D. Verbal call for essential patents and reminder against discussing commercial topics

The IEEE patent policy slides were presented and no patent issues were voiced by the meeting attendees

E. Approval of Minutes from previous meetings

Minutes were reviewed by WG, motion brought by Terry Woodyard (1st) and Jeff Gatscher (2nd) with no opposition

F. Working group P&Ps and copyright policy

WG Chair shared a link to the IEEE-SA approved WG Policies & Procedures and presented the IEEE copyright policy slides

G. Document Status

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

H. New Business

Reviewed a preliminary draft document online and discussed the fundamental elements making up the document. J. Gatscher created a flowchart for the selection, performance, ratings and annexes which was displayed for review and discussion.

Action Items:

- a) Eddie Wilkie to work on further development of the text for selection, electrical and mechanical.
- b) Jeff Gatscher to work on the performance criteria portion of the document.
- c) We need to define a process for sub-component qualification.

C37.100.6 Working Group
MINUTES OF THE SPRING 2020 MEETING
Online WEBEX Meeting

I. Adjourn

Meeting adjourned at 11:57 AM.

Reported by: Darryl Moser – Secretary

Attendance record:

Attendance	First Name	Last Name	Company Name	Role
✓	William	Wilkie	Eaton	Chair
✓	Darryl	Moser	ABB	Secretary
✓	Christopher	French	Eaton Corporation	Member
✓	Jeffrey	Gatscher	Schneider Electric	Member
✓	Owen	Parks	ABB	Member
✓	Dave	Riffe	Westinghouse Electric Company	Member
✓	Terrance	Woodyard	Siemens Industry Inc.	Member
✓	Matthew	Claxton	Powell Industries	Guest
✓	Ilya	Glinsky	Southern California Edison	Guest
✓	Anthony	Natale	HICO America	Guest
✓	Tony	Ricciuti	Eaton	Guest
✓	Karla	Trost	G&W Electric	Guest
✓	Torsten	Wirz	ABB AG	Guest
✓	Charles	Worthington	Hubbell Power Systems	Guest