

**IEEE C37.20.3 Working Group  
Meeting Minutes  
Online only (virtual)  
Oct 5, 2020**

**Attendance:**

Role	First Name	Last Name	Company
Member	Chris	Ambrose	Federal Pacific (Div. of Electro-Mechanical Corp.)
Guest	Steven	Barbera	Arizona Public Service
Member	Paul	Barnhart	Underwriters Laboratories
Guest	Francis	Beauchemin	Hydro-Quebec
Member	Russell	Boyce	Eaton
Guest	Craig	Bryant	Duke Energy
Member	Eldridge	Byron	Schneider Electric
Guest	Matthew	Claxton	Powell Industries
Member	Robert	Cohn	Powercon Corp.
Guest	Charles	Corley	Eaton
Secretary	Randall	Creach	AZZ Switchgear Systems
Guest	Federico	Di Michele	CESI S.p.A.
Member	Jeffrey	Door	The H-J Family of Companies
Guest	Louis	Doucet	STACE
Guest	Doug	Edwards	Siemens Industry, Inc.
Member	Sergio	Flores	Schneider Electric Inc. USA
Member	Sahadev	Gohil	AZZ Switchgear Systems
Chair	Ronald	Hartzel	Eaton Corporation
Member	Jared	Hines	Eaton Corp.
Member	Jason	Hollander	CHA Consulting, Inc.
Member	Rahul	Jain	S&C Electric Company
Guest	SangTae	Kim	HICO America
Guest	Monique	La Terreur	STACE
Member	Michael	Lafond	ABB
Guest	Brad	Leccia	Eaton
Guest	David	Lemmerman	PECO/Exelon
Guest	Alex	Lizardo	Cargill
Member	Terry	Neighbours	ABB Inc.
Member	Brian	ONeil	RMS Energy
Guest	Mark	Pattison	H-J Family of Companies
Guest	Mark	Peterson	Xcel Energy
Member	John	Phouminh	PEPCO HOLDINGS, INC.
Member	Samala Santosh	Reddy	Powell Industries
Guest	Anthony	Ricciuti	Eaton Corporation
Guest	Dave	Riffe	Westinghouse Electric Company
Member	Mark	Roberson	AZZ/Calvert
Member	Leonel	Santos	Schneider Electric
Member	Carl	Schneider	Schneider Electric
Member	Garett	Sims	Eaton Corp.

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Guest	Don	Steigerwalt	Duke Energy
Member	Donald	Swing	Powell Industries
Member	Chand	Taylor	Eaton Corporation
Guest	William	Weishuhn	ABB
Guest	Torsten	Wirz	ABB AG
Member	Terrance	Woodyard	Siemens Industry Inc.
Guest	Mina	Youssef	Eaton Corporation
Guest	Li	Yu	Eaton Corporation

**1. Approval of the Fall 2020 meeting agenda.**

Mike Lafond moved and Paul Barnhart seconded that the Fall 2020 meeting agenda be approved as submitted. The agenda was approved unanimously.

**2. Approval of the Spring 2020 meeting minutes.**

Russell Boyce moved and Bob Cohn seconded that the Spring 2020 meeting minutes (rev 3) be approved as submitted. The minutes were approved unanimously.

**3. Welcome and member attendance**

The meeting was called to order by Ron Hartzel, Chair at 8:05 AM (CDT). Ron welcomed the members and guests. A total of 47 participated; 25 - C37.20.3 members and 22 guests. Quorum threshold was met.

**4. Introduction of members and guests**

Member introductions were conducted, the attendance was compiled utilizing the MS Teams conference participant list along with the printed meeting roster. The final attendance was also validated against the MS Teams chat window which captures when participants joined the meeting.

**5. Recognize and posthumously honor Mr. Allan Morse**

Ron Hartzel, C37.20.3 Chair recognized and honored the working group and career contributions of Allan Morse (past chair of this C37.20.3 WG). Allan was a Senior Member of the IEEE with 34 years of involvement, 22 of which were also with the IEEE-SA. A moment of silence was also observed.

**6. IEEE-SA Patent Policy**

Slides were reviewed that covered the IEEE-SA patent policy during the meeting.

No claims or issues were raised at the C37.20.3 Working Group meeting.

**7. PAR change identified**

During discussions related to section 5.2.3/Table 1 "Preferred voltage and insulation levels for MEI switchgear", it was determined by the WG that a PAR scope change was required to align C37.20.3 with the other standards with regards to maximum applicable voltage.

**8. Update C37.20.3 Document Status**

An updated version of the standard, C37.20.3 D2b, was distributed to the working group prior to the meeting and then reviewed during the meeting. The C37.20.3 D2 Consolidated comments spreadsheet was used to structure the review of standard version D2b. The disposition of comments outlined in the C37.20.3 D2 Consolidated Comments spreadsheet were agreed to as documented (rejected, revised, accepted, etc).

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There was extensive discussion related to rain test alignment amongst our applicable standards C37.100.1, C37.20.2, and C37.20.3. Terry Neighbours had created a comparison spreadsheet that had been distributed to the WG prior to the meeting and was included with the overall D2 consolidated comments. That document was very instrumental in helping the WG determine the best approach for the rain test items in C37.20.3 section 6.2.8. Some of the rain test items were accepted due to existing alignment, but in general it was agreed to adopt the results of the currently active C37.20.2 WG.

**9. Next steps**

The chair will update the D2b draft standard per the group's feedback and accept all changes to date that were discussed and approved by the group. The chair will circulate the document along with the updated comment resolution matrix and a new comment spreadsheet over the winter so that new comments may be submitted and compiled prior to the Spring meeting, April 18<sup>th</sup> thru 23<sup>rd</sup>.

**10. Adjourn**

Mike Lafond moved and Paul Barnhart seconded to adjourn the meeting at 10:05 AM (CDT).

Reported by Randy Creach, secretary of C37.20.3 Working Group.