

**IEEE C37.20.4 Working Group
Meeting Minutes
Web Meeting (Fort Worth, TX Canceled)
October 6, 2020**

1. Approval of meeting agenda and previous meeting minutes

The agenda was presented by the Chairman. Ron Hartzel motioned, and Garrett Sims seconded the approval of the agenda as presented. There were no objections.

Ron Hartzel motioned, and Dave Gohil seconded the approval of the meeting minutes from the last meeting. There were no objections.

2. Welcome and member attendance

The meeting was called to order by Bob Cohn, Chair at 8:01 AM CST. Bob welcomed the members and guests. 15 of 19 working group members of C37.20.4 and 16 guests were present. Quorum threshold was met.

3. Introduction of members and guests

Introductions were made by calling role for working group members and guests were asked listed their name and affiliation in the chat box.

4. IEEE-SA Patent Policy & Copyright Policy

The Chairman presented the IEEE-SA patent policy & copyright slides to the group. The policy was reviewed and acknowledged during the meeting. No claims or issues were raised at the C37.20.4 Working Group meeting.

5. Update C37.20.4 Roster and Document Status

C37.20.4 Roster of working group members and guests present was taken by secretary Russell Boyce.

6. Technical Topics

- Overview of task force findings for added special switch (i.e. CPTs & VTs)
 - Discussed if this should be added or if it considered an auxiliary roll out or if larger it would be covered as a fused switch
 - Group went through and discussed the suggested ratings provided by task force
 - Note to possibly Look at UL standard for interrupting transformer for reference
 - Group voted to have the task force to continue to refine definition

- Garrett Sims will continue to lead task force
 - Paul Barnhart, Torsten Wirz, and Mike Lafond joined the already formed task force
- A task force to compare Annex B of 30.4 Bob Cohn to lead, Ron Hartzel, Chand Taylor, Paul Barnhart, Andrew Peterson, Chris French to assist. Meeting in January 2021 timeframe.
- Bob shared his updates removing 100.1 and putting section of the 2001 version back in to the current version
 - Bob asked for a task force to continue with the work on 6.2 adding back in from 2001. Russell Boyce volunteered.
- Task force to add sections from C37.20.4 2001 and highlight sections
- Bob tasked to determine what other documents are needed to use as reference, and get permission for those documents as needed
- The group discussed table 2 of draft 4. It was determined to add 52kV to table and work to sync with C37.20.2, C37.20.3, C37.20.9, C37.23
- Working group to review draft 4 and submit comments

7. Next steps

Chair Bob Cohn to circulate draft 5 to working group members after cleaning up, revising areas needing input from other standards, and getting response from SA. An additional web meeting will be held before the Spring IEEE meeting in Charlotte, NC.

8. Adjourn

Chair Bob Cohn adjourned meeting 10:43 AM.

9. Attendance

Last Name	First Name	Company	Role
Cohn	Robert	Powercon Corp.	Chair
Boyce	Russell	Eaton	Secretary
Barnhart	Paul	Underwriters Laboratories	Member
Ambrose	Chris	Federal Pacific	Member
Gohil	Sahadev	AZZ Switchgear Systems	Member
Hartzel	Ronald	Eaton Corporation	Member
Taylor	Chand	Eaton Corporation	Member
Lafond	Michael	ABB	Member
Flores	Sergio	Schneider Electric Inc. USA	Member
Sims	Garett	Eaton Corp.	Member
Peterson	Andrew	ABB	Member
Hollander	Jason	CHA Consulting, Inc.	Member
Creach	Randall	AZZ Switchgear Systems	Member
French	Christopher	Eaton Corporation	Member
Youssef	Mina	Eaton Corporation	Member
Haynes	Gary	ABB Inc.	Guest
Spencer	Jon	Utility Solutions	Guest
Swing	Donald	Powell Industries	Guest
Roberson	Mark	AZZ/Calvert	Guest
Reddy	Samala Santosh	Powell Industries	Guest
Rohr	Richard	Powell Electrical Systems	Guest
Beseda	David	S&C Electric Co.	Guest
Hines	Jared	Eaton Corp.	Guest
Dhawan	Anil	ComEd	Guest
Door	Jeffrey	The H-J Family of Companies	Guest
Wisnewski	Joseph	UL LLC	Guest
Wirz	Torsten	ABB AG	Guest
La Terreur	Monique	STACE	Guest
Santos	Leonel	Schneider Electric	Guest
Weishuhn	William	ABB	Guest
Doucet	Louis	STACE	Guest

Reported by Russell Boyce, secretary of C37.20.4 Working Group.