

**IEEE PES SWITCHGEAR COMMITTEE  
MAIN COMMITTEE BUSINESS MEETING AGENDA**

**Thursday, April 14, 2022  
9:30 AM – 11:30 AM (EDT)**

Item	Description	Presenter
1	<b>Call Meeting to Order</b> <i>Meeting was called to order by the chair at 9:31am.</i>	Keith Flowers – Chair
2	<b>Attendance and Quorum Check</b> <i>Members and guests announced their names and affiliations. Total attendance was 122, and 61 of 82 members were present. Quorum was verified at 9:41am.</i>	Donnie Swing - Secretary
3	<b>Agenda Review and Approval</b> <i>A point was raised that the dates of the fall 2022 meeting were incorrect. After verifying the appropriate dates, the information was corrected in this document. Motion by Dan Hrcir to approve the agenda was seconded by Mike Lafond. No objections were raised, and the agenda was approved.</i>	Keith Flowers
4	<b>Approval of Fall 2021 Meeting Minutes</b> <i>A motion by Mike Lafond to approve the fall 2021 meeting minutes was seconded by Jeff Ward. No objections were raised, and the minutes were approved.</i>	Keith Flowers
5	<p align="center"><b>Thank You to Our Spring 2022 Supporters!!!!</b></p> 	

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6	<p><b>Chairman's Report</b></p> <p><i>Committee chair Keith Flowers noted that supporters provide roughly one third of our operating budget and in doing so help to keep registration costs low, nearly the best in our industry. This meeting series was our first face-to-face conference in nearly two and a half years, and this hiatus has created great difficulty especially for meeting planning efforts. For many months, almost daily work on this conference took place by the switchgear committee officers and IEEE personnel.</i></p> <p><i>Jennifer Santulli was announced as our new IEEE program manager stepping in for Ashley Moran, and Cassandra Carollo of IEEE MCE (Meetings, Conferences, and Events) was announced to be taking over the meeting coordinator duties from John Webb. John has a long history of service with the committee, and in 2014 he began serving as the meeting coordinator. Relinquishing these duties to Cassandra will allow John to focus his efforts on his new role which is the incoming secretary and treasurer. To honor his dedication to our meeting planning needs over the past eight years and with a nod to John's famous "cost-per-gallon-of-coffee" metric, Keith presented John with an IEEE PES coffee mug.</i></p> <p><i>New P&amp;P documents for the switchgear committee are due as our current revision will expire soon. Members, please be on the look out for email drafts of these documents for review since we must submit to AudCom soon. PES Tech Council has noticed vast discrepancies in O&amp;P's and has thus created a new template to alleviate this.</i></p> <p><i>Scheduling conflicts for this meeting series were raised at the subcommittee level. In future meetings, please be sure to review each revision of the meeting schedule as it is published. If a change is needed, then please let the vice chair of the committee know as soon as possible so that it can be avoided if possible.</i></p>	Keith Flowers
7	<p><b>Switchgear Committee Financial Report</b></p> <p><i>Donnie Swing reported that the committee is in good shape financially and that we were able to avert any cancellation or rescheduling penalties over the four meetings that were moved to virtual over the past two years. Donnie will be working with John Webb in the coming months in order to bring John up to speed with the new banking software that has been launched within IEEE.</i></p>	Donnie Swing
8	<p><b>Standards Coordinator's Report</b></p> <p><i>We currently have 5 PARs that will expire at the end of this year, and the last date to submit a PAR extension request is 13 October. The list is in the attached report, and all affected working group chairs and subcommittee chairs are aware. Mention was made of the amount of time required to actually create and finalize a new revision. Keith suggested that online interim meetings are a great tool to combat this. The average expectation is 4 years of work followed by one-and-a-half years of balloting time.</i></p> <p><i>See attached Standards Coordinator's Report.</i></p>	Michael Wactor
9	<p><b>Technical Committee Program Coordinator (TCPC)</b></p> <p><i>Kevin reported that the 2022 Transmission &amp; Distribution (T&amp;D) expo is coming up later this month in New Orleans. The switchgear committee had two papers approved for T&amp;D and will have one poster session from S&amp;C Electric on dielectric performance with alternate media. The poster session is scheduled for April 27th from 5-7pm. Members and guests, please watch for the call for papers and submit if possible.</i></p>	Kevin Sippel

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10	<b>Registrar's Report</b>	Jeremy Hensberger
	<p><i>IEEE has raised an issue with affiliation announcements of retired individuals. If a participant is retired and not representing any company, then an announcement of "affiliated with myself" should be made rather than "representing myself".</i></p> <p><i>123signup is officially inoperative and not available for further use after months of hanging on. Cvent will be used for meeting registration until a final solution is decided upon. The new program will be applied at the PES level so that it will be the same across the all technical committees.</i></p> <p><i>See attached Registrar's Report.</i></p>	
<b><u>Subcommittee Reports</u></b>		
11	<b>Administrative (ADSCOM)</b>	Doug Edwards
	<p><i>After some confusion was raised with C37.100.1 and previous copyright issues, Doug Edwards reported that C37.100.1-2018 may be referenced by other documents within our committee without any special requests. See minutes.</i></p>	
12	<b>Education, Recognition &amp; Publications (ERP)</b>	Paul Sullivan
	<p><i>Paul Sullivan announced Todd Irwin as our marketing coordinator. This is a newly-minted position within the switchgear committee, and Todd's goal in the role will be to broaden our reach for providing committee updates and to solicit for new members and support. Todd announced that he has launched a linkedIn group account for the switchgear committee and encouraged members and guests to participate. membership of this group will be limited to members and guests of the committee. The account will be useful for networking, announcements, and outreach for participation.</i></p> <p><a href="https://www.linkedin.com/groups/12091051/">https://www.linkedin.com/groups/12091051/</a></p> <p><i>Todd suggested participation in your local PES chapter. Please mention our committee if you participate locally. Todd showed our brochure which is posted on our website. It shows and describes what we do, and there are also letter templates if assistance is needed in asking management for permission to attend.</i></p> <p><i>PDH certificates are being provided for this meeting. The switchgear committee provides this service at no additional cost to attendees.</i></p> <p><i>Please consider applying for senior membership in IEEE. This is the highest level within IEEE for which one may apply rather than needing to be nominated. Along with the application, three recommendations from current senior members are needed. Look for participants with a blue "SENIOR MEMBER" banner on the nametag at the next meeting for assistance.</i></p>	
13	<b>High Voltage Fuses (HVF)</b>	Sterlin Cochran
	<p><i>Sterlin Cochran reported that the group met with 12 of 18 members present. One PAR is slightly behind plan but should be caught up by fall.</i></p> <p><i>See High Voltage Fuses subcommittee meeting minutes for more details.</i></p>	
14	<b>High Voltage Switches (HVS)</b>	Bill Hurst
	<p><i>Bill Hurst reported that the group met with 12 of 15 members present. Three HVS PARs currently have work ongoing. C37.30.1 met twice this week for comment resolution, and the new draft will be going out for ballot soon. The C37.30.6 working group is finalizing the initial draft with a plan to ballot in fall. C37.30.7 is a new document with an initial draft in process.</i></p> <p><i>See High Voltage Switches subcommittee meeting minutes for more details.</i></p>	

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15	<b>High Voltage Circuit Breakers (HVCB)</b>	Carl Schuetz
	<p><i>Carl Schuetz reported that the group met with 30 of 51 members present, and six new subcommittee members were added. Five HVCB documents have published since the fall 2021 meeting. made recommendation to t&amp;l regarding VI's. The working group for IEEE/IEC 62271-37-013 completed its work recently but noticed a small error in the document and are working to correct with corrigendum. Two HVCB documents will be expiring at the end of this year and rolling to inactive status, but the new revisions for both documents should be published soon after. The C37.09 task force for shunt reactor inductive load switching has named Lucas Collette as its new chair. See High Voltage Circuit Breakers subcommittee meeting minutes for more details.</i></p>	
16	<b>Low Voltage Switchgear Devices (LVSD)</b>	Dan Hrnecir
	<p><i>Dan Hrnecir reported that the group met with a quorum of members present. There are currently three active PARs with a fourth to be entered soon. See Low Voltage Switchgear Devices subcommittee meeting minutes for more details.</i></p>	
17	<b>Reclosers and Other Distribution Equipment (RODE)</b>	Travis Johnson
	<p><i>Travis Johnson reported that the group met with 16 of 28 members present, and two new subcommittee members were added. The working group for C37.63 was able to address all technical comments, and editorial comments will be addressed in a virtual meeting in a month or so. C37.66 has been approved. C37.68 has addressed some comments and will be having two or three virtual sessions in the interim to resolve remaining comments. C37.74 resolved most comments and will hold virtual sessions to finish. C37.75 reported that their meeting did not meet quorum in their meeting and thus could not vote to go to ballot. A virtual meeting is planned soon to resolve that issue. C37.74 will be removed from the scope of C37.100.6. See Reclosers and Other Distribution Equipment subcommittee meeting minutes for more details.</i></p>	
18	<b>Switchgear Assemblies (SA)</b>	Darryl Moser
	<p><i>Darryl Moser reported that the group met with 33 of 43 members present. Out of a total of 14 SA documents, nine are actively being revised with one more to begin in the fall of this year. C37.20.1 plans to revise its PAR to include copyright material. C37.20.6 requested to use material from C37.04. Keith Flowers, switchgear committee chair, was present at this meeting and approved the request. Three working groups failed to meet quorum due to schedule overlap, and all of these groups plan to hold virtual sessions to vote on official business matters that came up during meetings. See Switchgear Assemblies subcommittee meeting minutes for more details.</i></p>	
19	<b>Technology and Innovation Subcommittee (TI)</b>	Nenad Uzelac
	<p><i>Nenad Uzelac reported that the group met with 6 of 20 members present. TI currently has three task forces, and this was the first face-to-face meeting for one of them. Nenad expressed concerns with meeting quorum. See Technology and Innovation subcommittee meeting minutes for more details.</i></p>	
<b>Liaison Reports</b>		
20	<b>Accredited Standards Committee C37</b>	John Webb
	<p><i>See attached ASC C37 report.</i></p>	

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21	<b>Short Circuit Test Liaison of the Nations of the Americas (STLNA)</b>	Victor Savulyak
	<i>See attached STLNA Liaison report.</i>	
22	<b>CIGRÉ</b>	Nenad Uzelac
	<i>Nenad Uzelac reported that the next CIGRE meeting will be in person and is scheduled to be held August 28 through September 7 in Paris, France. There are currently 53 papers under review. Reach out to Nenad if interested in more information.</i>	
<b><u>Old Business</u></b>		
23	<b>Volunteer Search</b>	Keith Flowers
	<i>A fellows coordinator is still needed. Please reach out to the committee officers if you are interested in getting more involved. There are open roles now as well as new opportunities regularly becoming available.</i>	
<b><u>New Business</u></b>		
24	<b>Quorum Verification</b>	Donnie Swing
	<i>Quorum was confirmed at the beginning of the meeting.</i>	
25	<b>MemberPlanet Update</b>	Keith Flowers
	<i>Late last year, the PES tech council selected memberplanet as the replacement for 123signup. However, our application is still in development and does not currently have what we need for registration purposes. Cvent, the program that was used for this meeting's registration operations, will be used in the interim until memberplanet is ready to be implemented. The memberplanet account is being managed at the PES level and will be applied across all PES technical committees. Keith, Doug, and Jeremy are on the committee for evaluation to ensure that the switchgear committee has a voice in the process.  A question was raised as to whether all data from 123signup will be migrated into new program. Keith responded that there exists a migration team within tech council that is looking into verification of data to ensure that it is translated properly. It is still recommended that registrants verify their own account information once the program is launched.</i>	
26	<b>Future PES Meetings of Interest</b>	Keith Flowers
	<i>Refer to: <a href="https://www.ieee-pes.org/meetings-and-conferences/conference-calendar">https://www.ieee-pes.org/meetings-and-conferences/conference-calendar</a></i>	
27	<b>Future Switchgear Committee Meetings</b>	Keith Flowers
	<ul style="list-style-type: none"> <li>• <i>Fall 2022 (October 16 – 21), Hilton Lake Champlain, Burlington, VT</i></li> <li>• <i>Spring 2023 (April 16 – 20), Sheraton Sand Key, Clearwater Beach, FL</i></li> <li>• <i>Fall 2023 (October 08 – 13), Catamaran Resort, San Diego, CA</i></li> </ul>	
28	<b>Adjourn</b>	Keith Flowers
	<i>Meeting was adjourned after completion of the agenda.</i>	

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Attendance:

<b>Role</b>	<b>Last Name, First Name</b>	<b>Company</b>	<b>S22</b>
Chair	Flowers, Keith	Siemens Industry, Inc.	X
Vice-Chair	Edwards, Doug	Siemens Industry, Inc.	X
Secretary	Swing, Donald	Powell Industries	X
Past Chair	Burse, Ted	Powell Industries, Inc	X
Past Chair	Irwin, Todd	GE Grid Solutions	X
Past Chair	Sigmon, Dean	Eaton Corporation	X
Past Chair	Sullivan, Paul	DuPont	X
Member	Ambrose, Chris	Federal Pacific	X
Member	Barnhart, Paul	Underwriters Laboratories	X
Member	Blake, Jacob	Hubbell Power Systems	X
Member	Boles, Brett	Southern Company	X
Member	Bufi, Arben	Meiden America Switchgear, Inc.	X
Member	Byron, Eldridge	Schneider Electric	X
Member	Chen, Steven	Eaton Corporation	X
Member	Cochran, Sterlin	Oak & Shield LLC	X
Member	Cohn, Robert	Powercon Corp.	X
Member	Di Lillo, Patrick	Consolidated Edison Co. of NY, Inc.	X
Member	Flores, Sergio	Schneider Electric Inc. USA	X
Member	Gingrich, Paul	AZZ Switchgear Systems	X
Member	Gohil, Sahadev	AZZ Switchgear Systems	X
Member	Grahor, Lou	Eaton Corporation	X
Member	Harley, John	FirstPower Group LLC	X
Member	Hawkins, Tom	Siemens Industry, Inc.	X
Member	Haynes, Gary	ABB Inc.	X
Member	Hensberger, Jeremy	Mitsubishi Electric Power Products Inc.	X
Member	Hines, Jared	Eaton Corp.	X
Member	Hoss, Danny	Southern States	X
Member	Hrncir, Dan	Eaton	X
Member	Hurst, Bill	GE	X
Member	Hutchins, Neil	Georgia Power Company	X
Member	Jarnigan, Christopher	Southern Company Services	X
Member	Johnson, Travis	Xcel Energy	X
Member	Kaminski, John	Siemens	X
Member	Keels, Thomas	kEElectric Engineering	X
Member	Lafond, Michael	ABB	X
Member	Martin, Donald	G&W Electric Co.	X
Member	McCord, Neil	KEC Precision	X
Member	Mizener, Jeff	Siemens Industry, Inc.	X
Member	Moser, Darryl	ABB	X
Member	Neighbours, Terry	ABB Inc.	X
Member	Parks, Owen	ABB	X

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Member	Pellerito, Thomas	DTE Energy	X
Member	Reigart, Carl	CDR Technical Services, LLC	X
Member	Ricciuti, Anthony	Eaton Corporation	X
Member	Riley, Caryn	Georgia Tech/NEETRAC	X
Member	Rokser, Ian	Eaton Corp	X
Member	Schiffbauer, Daniel	Toshiba International Corporation	X
Member	Schuetz, Carl	American Transmission Company (ATC)	X
Member	Sharma, Devki	Entergy	X
Member	Sippel, Kevin	Eaton Electric	X
Member	Skidmore, Michael	AEP	X
Member	Uzelac, Nenad	G&W Electric	X
Member	Wactor, Michael	Powell Industries, Inc	X
Member	Ward, Jeffrey	Doble Engineering Company	X
Member	Webb, John	ABB	X
Member	Wenzel, James	Eaton	X
Member	Woodyard, Terrance	Siemens Industry Inc.	X
Member	Zhang, Wei	Hitachi T&D Solutions, Inc.	X
Honorary Member	DeCesaro, Frank	DeCesaro Consulting Services	X
Honorary Member	Leach, John	Consultant	X
Honorary Member	Mitchell, Dave	Southern States	X
Guest	Aristizabal, Mauricio	Hitachi Energy	X
Guest	Ashtekar, Koustubh	JST Power Equipment	X
Guest	Barber, Gordon	Hubbell	X
Guest	Becker, George	POWER Engineers Inc.	X
Guest	Beseda, David	S&C Electric Co.	X
Guest	Bray, Elizabeth	Southern Company	X
Guest	Brunke, John	POWER Engineers Inc.	X
Guest	Burns, Robert	Eaton	X
Guest	Cary, Stephen	2phase Solutions	X
Guest	Christian, Michael	ABB	X
Guest	Collette, Lucas	Duquesne Light	X
Guest	Crawford, Michael	Mitsubishi Electric	X
Guest	Creach, Randall	AZZ Switchgear Systems	X
Guest	Cunningham, Jason	Southern States, LLC	X
Guest	Davies, Stacey	Siemens	X
Guest	Diallo, Boubacar	Southern States	X
Guest	Doroz, Eric	Eaton	X
Guest	Ekpoudom, Assian	Southern States LLC	X
Guest	Esco, Tanner	Eaton	X
Guest	Fleming, Brennan	Hubbell	X
Guest	French, Christopher	Eaton Corporation	X

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Guest	Hanna, Robert	ABB INC	X
Guest	Hardy, Erin	Eaton	X
Guest	Hastreiter, Christopher	Eaton	X
Guest	Hohnstadt, Ben	DTE	X
Guest	Hollander, Jason	CHH Consulting	X
Guest	Kandel, Jackie	Powell Industries	X
Guest	Leccia, Brad	Eaton	X
Guest	Leopard, Dakota	Eaton	X
Guest	Lopez, Leo	WIKA Instrument, LP	X
Guest	Lovins, Colby	Federal Pacific	X
Guest	McGlown, Kevin	JST Power Equipment	X
Guest	Morton, Chris	Powertech Labs	X
Guest	Natale, Anthony	HICO	X
Guest	Orosz, Mike	CBT&S Consultant	X
Guest	Owens, Mary	Eaton	X
Guest	Pal, Sumitabha	Schneider Electric	X
Guest	Pruitt, Al	The Durham Company	X
Guest	Putman, Larry	Powell Industries	X
Guest	Reid, Laura	Hubbell Power Systems	X
Guest	Ricker, Jeffery	Schneider Electric	X
Guest	Roberson, Mark	AZZ/Calvert	X
Guest	Santos, Leonel	Schneider Electric	X
Guest	Santulli, Jennifer	IEEE-SA	X
Guest	Savulyak, Victor	KEMA	X
Guest	Schneider, Carl	Schneider Electric	X
Guest	Shiller, Paul	First Power Group	X
Guest	Sims, Garrett	Eaton Corp.	X
Guest	Sullivan, Dustin	Hubbell	X
Guest	Thomas, Christo	SCHNEIDER ELECTRIC USA INC	X
Guest	Thompson, Truett	Siemens	X
Guest	Trichon, Francois	Schneider Electric	X
Guest	Walgenbach, Jacob	Siemens	X
Guest	Ward, Randy	Aluma-Form	X
Guest	Wear, Jonathan	JST Power Equipment	X
Guest	Weishuhn, William	ABB	X
Guest	Weisker, Jan	Siemens Energy	X
Guest	Wilkie, William	Eaton	X
Guest	Worthington, Charles	Hubbell Power Systems	X
Guest	York, Rich	MEPPI	X
Guest	Zia, Danish	UL LLC	X