

Chair: Paul Found

Secretary: Karla Trost

Meeting Minutes

1. Call to Order

Karla

The meeting was called to order at 2:02 PM.

2. Call for Patents/Copyrights

Karla

IEEE Patent and Copyright slides were shown.

3. Introduction of Members and Guests

Self-introductions with affiliations were made in the chat.

4. Attendance and Quorum Check

Karla

22 members. Quorum requires 11.

There were 16 members and 1 guest in attendance. Quorum was achieved.

5. Comment Resolution Continuation

- I-6
 - Ad Hoc report: Proposal to add additional level of hierarchy:
 - First – definitions within this document
 - Second – IEEE C37.100.5-2018 (IEEE Standard for Definitions of High-Voltage Circuit Breakers Above 1000 Vac and 3200 Vdc, and Reclosers and Other Distribution Equipment from 1000 Vac to 38 000 Vac)
 - Last – online dictionary
 - This would result in the removal of “Submersible” and potentially Publicly Accessible.
 - 2nd by B. Kirkpatrick. Approved by consensus to accept ad hoc proposal.
- I-162: Based on the approval of the ad hoc proposal for I-6, this definition is not needed.
- I-11: “Relay” –
 - Discussion on if Relay a commonly understood term. Can we change definition of control to “micro-processor based” item/device/ controller?
 - Motion by I. Rosker: Keep the control definition as is and remove “relay”. C. Riley second. Approved by consensus.
- I-13: Switching Surge

- After discussion on possible methods to resolve the comment, it was decided to add a footnote “3” reference to the definition so that the user would understand they can reference the online dictionary.
- I-14 (and multiple others) Synoptic
 - After reviewing, synoptic is only used in one place. Discussion on if the word synoptic is needed in 6.3.3 or if it could be self-defined in this location.
 - B. Kirkpatrick made a motion to remove the word synoptic from 6.3.3. J. Mizener seconded. This was Approved by consensus.
- I-165 (and related) Definitions of Table headings:
 - Discussion on adding notes to the tables, defining Integrated/ Inside apparatus, adding the explanation to the section (vs a definition.)
 - P. Meyer – will take an opportunity to propose something.
- Discussion on how to complete the rest of the comment resolution. Decision was made to use the next scheduled meeting to have smaller groups review / respond to the CI 6, 7, and 8 comments. We will then review at the 3rd meeting.
 - CI 6 – Kate, Francois, Jeff, Benson, Pete M
 - CI 7 – Karla, Brendan, Mark, Peter A, Frank
 - CI 8 – Paul, Don, Chris, Caryn, Edwin

6. Next steps/ meeting(s):

5/17 – sub groups

5/19 – review subgroups, review Pete’s proposal, decide what comes next.

7. Adjournment

The meeting was adjourned at 3:19PM CDT.

