

**C37.23 Metal-Enclosed Bus Working Group
Meeting Minutes (by Mark Roberson, Secretary)
10/10/23 (Tuesday), 10:15 AM PST
Catamaran Resort, San Diego, CA**

1. Call to Order

The meeting was called to order by Jared Hines, Chair at 10:15 AM (PST)

2. Introductions and Attendance

Jared Hines introduced himself as the Chair and Mark Roberson as the Secretary for this Working Group (WG) and welcomed all members and guests. There were 30 total attendees (see end of this document for list) that were present. Each attendee confirmed their participation via verbal response as well as entering their name and affiliation on the attendance sheet:

- 18 total people attended.
- 13 of 23 (56.5%) WG members participated, thus quorum was met.
- 5 guests participated.

3. Previous Meeting (Fall 2022) Minutes

Jared presented the meeting minutes from the previous meeting held on April 18, 2023. Bob Cohn moved to approve those minutes by consent and Ted Burse seconded.

4. Meeting Agenda

Jared presented/reviewed the meeting agenda. Adrian Lopez moved to approve it by consent with Bob Cohn seconding.

5. IEEE Participant Behavior/Working Group Policies and Procedures/Copyright Policy/Patent Policy

Jared presented/reviewed the IEEE Participant Behavior – Individual Method guidelines, which can be found here: [Participant-Behavior-Individual-Method.pdf \(ieee.org\)](#)

Jared then presented/reviewed the IEEE (SA) approved Working Group Policies and Procedures protocol, which can be found here: [PE-SWG P&P Sept 2023.pdf | Powered by Box](#)

In addition, slides were reviewed that cover the IEEE-SA copyright and patent policies. [Patent Slides for Standards Development Meetings \(ieee.org\)](#)

Jared asked if there were any patent claims. ***No issues were voiced by the meeting attendees.***

6. Document Status Report

Jared mentioned that the new C37.23 PAR, which was formally approved by NESCOM on September 23, 2020, expires on December 31, 2024.

7. Old Business

Jared thanked leaders and participants in the two Ad-Hoc groups that took place since the last meeting and reported the following for each:

AdHoc Committee: C37.20.7, Annex K

- A resolution document with comments for Annex K was submitted by this Ad-Hoc to the C37.20.7 Working Group (WG) in time for their balloting process.

AdHoc Committee: C37.23, Section 7.10

- Suggested changes from this Ad-Hoc group were presented, which involved separating this section into two sections: one for “switches” and the other for “links”.
- Jared noted that this section may need to reference IEEE C37.20.4
- A comment was made as to whether wording should be added to reflect the need to provide easy access and accessibility.
 - Another related comment was made that substations frequently require a “visible gap” in electrical equipment to be present before it can be accessed (opened) by personnel.
- Overall, it was decided that this Ad-Hoc committee should continue meeting during this next period before the Spring 2024 meeting with the following members:
 - Mark Roberson – Chair
 - Adrian Lopez
 - Chirag Patel
 - Branko Knezevic
 - Bryan Tatum

8. New Business

- The following comment was made regarding NFPA 70 ®: National Electrical Code ®, Article 370, Cablebus:
 - This Article references the CSA C22.22 No. 273 Cablebus standard but does not reference IEEE C37.23 (the standard for this WG).
 - Other comments related to NFPA 70:
 - This standard is updated every 3 years.
 - It is too late to get any changes into the 2026 version.
 - Eddie Wilkie will investigate how potential changes to future NFPA standards could be presented.

Mark Roberson noted that he sent with this meeting’s notice the following documents:

- Latest C37.23 draft standard (D2)
- Updated C37.23.D2 “Comments” file to be returned via email with any comments.

Jared reviewed (along with WG discussion) **Comments #15 – 20** in the file that were returned since the last meeting. However, since there were still **Comments #21 – 29** remaining that were not reviewed due to the WG meeting time ending, a separate virtual meeting will be scheduled by Jared before the Spring 2024 WG meeting to go through these remaining comments.

9. Next Meeting

The next meeting is currently scheduled to be held during the next PES Switchgear Committee meetings from March 31 – April 4, 2024. Further details of this planned meeting can be found here:

[PES Switchgear Meetings \(ieee.org\)](https://www.ieee.org/pes-switchgear-meetings)

10. Adjournment

The meeting ended at 12:00 PM PST.

