

**MINUTES of IEEE SPC Main Committee Meeting
(Meeting held at Tradewinds Resort, St Pete's Beach, May 15th 2003.**

Jon Woodworth	Chair
Gary Goedde	Vice Chair
Doug Dorr	Secretary
Denny Lenk	Past Chair

1.0 Introductions

Jon Woodworth chaired the meeting. Introductions were made and agenda distributed. There were 29 members and interested parties in attendance.

2.0 Acceptance of Previous Meeting Minutes

Review of the minutes from the last meeting. Motion made to accept minutes. Minutes were approved subject to corrections submitted to the secretary

3.0 Subcommittee Reports

A&S Report

Jon Woodworth reported that the group met on Tuesday with the following highlights

- SPD is looking for new members who have an interest in contributing. Jon announced anyone interested is eligible in joining and moving up in the organization with one year service at the various levels
- Jon noted that the high voltage working groups are going down in attendance and he has taken on an action item to write a letter to the head of PES for mail out to the society to solicit new members
- Future of SPD. Goal is to be more effective and A &S has established a task force to meet and brainstorm on ways to do this
- Jon mentioned that Tom Field followed A&S with a presentation on IEEE virtual community that may help make the working groups more effective and get higher exposure
- Jon encouraged the working group to apply for senior membership as soon as they are eligible (10 year regular membership is required)
- Richard Odenberg has stepped in to replace Gary Goedde as Vice Chair and will then move on to the chair position at the end of 2003.
- Jon thanked Gary Goedde for doing a great job the past 4 years as an A&S officer

Bibliography Subcommittee Report

Carl Lindquist reported that the group met and reviewed new definitions. 8 members and 4 guests. The meeting ran 4 hours. Had several tentative bibliography submissions. Carl now has available for the website a copy of the copyright disclaimer for downloads from the website. Carl now has a process flowchart for getting definitions from the dictionary and or to add new ones. Carl also noted that the group is attempting to get standard symbols for download use in developing new documents

Standards Coordinator Reports

Low Voltage Stds Coordinator Report

Bill Goldbach was not available to report. He submitted his report in soft copy for inclusion in the version of minutes to be posted on the website.

High Voltage Stds Coordinator Report

Jim Wilson reported that PAR for application of metal oxide arrestors is extended to 2004. 2 PAR approved for insulation coordination. Handed over transformer protection C63.91 will now be C37.32. Noted that standards board will not accept emails that have restricted or confidential. Signature page for new pars will have checkbox that you have read and understood the IEEE ethics policy. Full minutes can be found on the SPDC website.

High Voltage Report 3.3, 3.4, 3.5

Vice Chair Reported....See subcommittee report

Neutral Grounding Task Force met and divided up the five documents that have to do with Neutral Grounding and assignments were made to review the docs and determine whether or not amendments are needed.

Low Voltage Report 3.6

Frank Waterer reported that the group met, and indicated in general comments, that about a half dozen members have resigned due to retirement. Attendance at LV meetings is down somewhat. Full minutes will be posted on the SPDC website.

High Voltage 3.3, 3.4, 3.5

Steve Hensley reported that the HV group met on Wednesday and summarized the following new business. The process to obtain definitions was discussed where the working group chair sends the definition to the Subcommittee chair and to the Bibliography Subcommittee chair at the same time. The Bibliography Subcommittee reviews and approves the definition. It is permissible to have an SPDC definition without having it listed by IEEE. Also, NFPA Lighting Code 780 (Code on Lighting Protection) has been withdrawn because they had objections. Standard P1576 will be going out for ballot. The ballot group is 250 members strong. There is a link to the voting rules on the IEEE web site. Full meeting minutes can be found on the SPDC website.

4.0 Website Administration

Tom Hartman reported that website has new features which were highlighted in a Tuesday training course:

- New Search Feature
- Created a Group Mailing List
- HTML forms feature added

One action item is for Tom H to get the most updated member list from Doug Dorr (secretary)

5.0 Special Activities for meetings

Fall meeting in Dallas is set with no special activities other than running in conjunction with T&D show. Discussion of spring meeting. Spring subject will probably be Protection of Cell Towers. There will likely be another dinner cruise.

6.0 IEC Report

Joe Koepfinger provided a detailed report on related IEC activities reported. His full report will be posted on SPDC website.

7.0 Laisson Reports

Gary Goedde reported that he had chaired an SPD technical session at the summer power meeting in Chicago July 23 2002. There were four papers presented that would be available in the transactions proceedings from the conference

8.0 Old Business

None

9.0 New Business

Dave Jackson proposed that a standards coordination committee should look at issues associated with any changes to SPD documents that would harmonize them with IEC.

10.0 Next meetings

Fall meeting is set for September in conjunction with the T&D show in Dallas Sep 8-12th. The Spring 2004 meeting will be May 8-14th 2005, "Tradewinds Island Grand Resort" in St. Petes, Beach, FL.

Meeting adjourned at 5:00 PM May 15, 2003.