Minutes of T&D ADCOM Meeting

January 30, 2003, Las Vegas, NV

The meeting was convened by Vice Chair, Mack Grady at 8:00AM in the Las Vegas Riviera Hotel & Casino, the Royal Skybox 205. Since there were so many new members, Mack began the meeting with introductions.

1. Minutes of the previous meeting

The minutes were handed out and approval was postponed until members have had a chance to read and comment. Comments will be submitted via e-mail. Approval will also be via e-mail.

2. Subcommittee Reports

DC and FACTS – 15.05 (Dennis Woodford): The question arose concern the approval of Working Group 15.05.16 at the last meeting. This WG presented information at the Chicago meeting. This was reviewed by the membership of the ADCOM and an e-mail vote was taken with the WG approved. Wayne will revise the Chicago minutes to reflect this action.

Dennis made the following report to the ADCOM:

1. The process for panel sessions' papers has been challenging. The panel session process needs to be laid out definitely and communicated effectively to all concerned.

2. What are the constraints with having a subcommittee page under the T&D Committee web page?

3. LCD Projectors are an increasing requirement for meetings of all types. What is the policy on their availability and use?

4. At the Dallas T&D Conference, is a block of time greater than 2 hours possible? 3 or 4 hours has been requested.

5. As pertaining to the new winter meeting format:

    - Not much interaction with other committees. This has been seen as a negative aspect.

    - 2 meetings a year is maximum. Some members are active in Substations and to meet with HVDC and FACTS Subcommittee and Substations throughout the year for 3 or more meetings is not easy to do.

- Approval from utilities for their employees to go to Las Vegas for a meeting is not necessarily easy to obtain because of perception.

- As to this meeting in Las Vegas – generally good but concerns were raised about the quality of accommodation, catering and not having overhead projectors in rooms.

- Would panel sessions be possible?

ESMOL - 15.07 (Kris Bucholz): Kris reported Larry Schweitzer has stepped down from as Chair of the ESMO Conference due to leaving Progress Engery (Host of ESMO 2003). Sandy Martinez is now Chair (previous Vice Chair).

- The Subcommittee used all of their assigned meeting rooms this conference.

- Report on new electronic upload and review system as it pertains to the ESMO conference – Bob Oswald reports:

    1) It is very difficult to upload papers, access papers, or download papers. He has been working with PES to get the bugs out of the system and to find a way to allow the authors to make editorial changes to their papers.

    2) He finds this system very difficult to use, cumbersome and he would not recommend future use of it.

- ESMO 2003 will be held April 6th through the 10th in Orlando, FL. Indoor exhibit space will probably come in just slightly under that used in 2000 (18,500 vs. 19,400). Attendance Registration is still early, but close to normal schedule. Hotel registration is down at this time, probably due to people trying to find alternate accommodations, which will be a concern for the conference organizers. There will be a fairly equal distribution of transmission, distribution, and substation demonstrations with a good selection and number. Panel and paper sessions are running about the same number as previously, maybe slightly less, but that will be better for allowing more time for the indoor exhibit as requested by many.

Capacitor – 15.03 (J. Nelson): Dan Sabin reported subcommittee meetings went well.

Towers, Poles, & Conductors – 15.11 (N. Schmidt): Neil submitted his report via fax.

- There were no proposed scope, organizational structure or Working Group changes.

- Two new PARS are to be submitted soon:

    1) Transmission Line Design Guide
    2) Assembly and Erection of Concrete and Steel Structures (combining IEEE 951 & IEEE 1025)

- Four panel/presentation sessions were held during the meeting:

    1) Safety Codes and Design Standards
    2) Sag & Clearance Errors
    3) SliM – Sagging Line Mitigator
    4) The Carolina Ice Storm

- Approximately 50 people attended each WG meeting.

Power quality – 15.12 (Tom Gentile): Tom reported on the formation of the PQ subcommittee and all of the working groups being created. PQ has linked new Web pages for the PQ working groups with the T&D Committee IEEE Web page. It has all of the new working groups and their leadership listed. Tom will be submitting abstracts and scopes to the T&D ADCOM soon.

Org ChartPQwith additions 2-24-03.xls

3. Review of Las Vegas Meeting:

There were approximately 380 people registered for the conference. There were also approximately 75 companions present. The cost of the conference was $80,000. IEEE paid $15,000 for the reception. It appears the registration fees covered the cost of the conference. Final figures were not available at the time of the ADCOM meeting.

The floor was open to a general discussion of the Las Vegas Winter Technical Meeting. The overall opinion of the meeting was excellent. All supported making it an annual conference sponsored by the T&D committee. It was also suggested the Substation Committee be invited to co-sponsor the meeting and keeping it a technical meeting without paper or panel sessions, but allowing technical presentations to be made in the subcommittees and Working Group meetings. This would allow the membership to concentrate on the Working Groups. There were likes and dislikes about this meeting. In summary:

Likes:

- Low cost (i.e. airfares, hotel, & conference).
- Las Vegas itself.
- The conference facilities were great – clean & spacious rooms.
- Convention facilities were separate from the casino.
- Hotel staff set up equipment quickly.
- There were minimum conflicts between meetings of Working Groups.
- The reception was great – good chance to mingle.
- Having the Substation Committee in attendance was a plus.
- The breakfast & break room was a big positive – more chance to mingle (they also appreciated not having food removed at 8:01AM).

Dislikes:

- The Riviera hotel rooms were shabby.
- Some did not like the casino atmosphere
- Super bowl weekend in Las Vegas.
- The banquet was over priced and the food was not very good.
- No companion room or activities.
- No overhead projectors or screen in meeting rooms.
- No LCD projectors
- No advanced program.

As previously stated, everyone was supportive of continuing the Winter Technical Meeting. The IEEE Meeting Planner (Vita Feuerstein) will be hired to plan future meetings. It was decided to plan both the 2004 and the 2005 meeting. Las Vegas was a great conference city and would be fine for a second conference. However, it may be better to skip a year to allow Vita more negotiating time for better facilities. Since so many delegates were unhappy with the sleeping rooms, it was decided to allow Vita to raise the room cost to the $120 to $150/night range. A discussion followed to select some cities for the Technical Meeting. It was decided that the criteria for future the conference cities would be as follows:

They must be in a warm area, easily accessible from both coasts, and cost effective (i.e. cheap). A short list was developed:

- San Antonio, TX
- Las Vegas, NV (but not the Riviera)
- New Orleans, LA
- San Diego, CA
- Orlando, FL

The format of future meetings will have:

- A Monday night reception will be continued.
- The banquet will be dropped.
- A breakfast every day will be included.
- A break room will be open all day for the attendees.
- There will be a companion fee to cover the cost of a room.
- A companion breakfast will be included.
- A companion room or area will be available for use during the day.
- Overhead projectors and screens will be provided in all meeting rooms.
- We will try to get some corporate sponsorship to defray costs.
- There will not be papers or panels at the technical conference.

4. Awards:

Dick Piwko reported on the awards luncheon help on January 29, 2003. The following awards were given:

- Distinguished Service Award
- Working Group Recognition Award
- Prize Paper Award
- T&D Committee Service Awards
- Certificates of Appreciation

Dick Piwko has agreed to continue as the Chairman of T&D Awards. There will be a few changes to the format of the Awards Luncheon. The agenda of the luncheon will be published prior to the luncheon to allow recipients to have guest in attendance. Recipients will be given tickets to the luncheon for themselves and a spouse (if applicable).

5. T&D Committee Operations and Procedures:

J.R. Stewart reported, every technical committee has to have a manual. Jim & Dick have put together the manual for the T&D Committee. It is in committee for voting. Once it is approved Jim will e-mail to ADCOM members.

6. Report on "New Electronic Upload and Review System for Proceedings Papers and Panel Session Papers:

W.M. Grady reported on the Toronto meeting. All papers must be uploaded by 01/15/03. There are 92 papers (both panel session & conference) so far. What panel sessions are approved for Toronto? Subcommittee Chairs need to send him the name & abstract of each panel. It should include, the name

of the panel session chair, and who are members. Mack also requested a policy for who is the sponsor of panel (subcommittee).

Panel session papers need to be 2 to 6 pages in length. Mack will not accept a paragraph. This has to be submitted for the proceedings. Get something uploaded by dead line. We can revise. If it is not in the paper is not in the line up, it can't be included later.

7. Update on T&D Conference

Dallas - March 3 is the deadline to up-load all papers for the Dallas panel sessions. Manufacturers want short panel session. they are pushing for more time on the exhibit floor.

The ADCOM discussed having subcommittees sponsor all panel sessions. Each panel session has to have a subcommittee sponsor to assure the content of the session.

8. Report on Technical Sessions Committee

The ADCOM reviewed the meetings sponsored by the Technical Sessions Committee. It was decided to continue the discussion at the next meeting.

9. Report on TC Emerging Technologies Coordinating Committee

Wayne Litzenberger recommended the ADCOM not take part in this committee. It was voted on by the ADCOM and so moved.

10. Report on Standards Coordinating Council

The subcommittee did not meet in Las Vegas.

Respectfully submitted,
Gene Wolf, Secretary

Attachment 1

Power Quality Subcommittee Organizational chart