

**IEEE Distribution Subcommittee
Draft Meeting Minutes
June 12, 2005
San Francisco, California**

The meeting convened at 1:00 p.m. with 16 members and 7 guests present. The minutes from January 2005 were read and approved.

ADMINISTRATIVE

Vice Chair John McDaniel called the IEEE Distribution Subcommittee meeting to order.

CHAIR REPORT – Dan Ward, *Distribution Subcommittee*

Reorganizing Distribution for Increased Effectiveness

The declining membership and reduced attendance at PES meetings prompted the Distribution Subcommittee to look into ways to rejuvenate its meeting attendance. From informal surveys with both members and new visitors, two key findings are apparent. First, attendees are under increasing pressure to justify their meeting attendance and this gets back to the value that the attendee attaches to individual meetings. Put another way, we need to find ways make the meeting relevant to their current workplace environment. In addition, competition from other working groups has led to fragmentation – particularly if the working groups are under different committees - and the result is that the clout of any one committee or subcommittee is diluted because of other competing groups with similar scopes. The roadmap of meeting schedules to a first-time visitor is confusing because there is no common track to follow.

On the value front, the distribution subcommittee has pruned away some older working groups that were no longer relevant or were dwindling in interest level and has formed new ones that better reflect the current issues. Although it was a painful step at first, it proved to be a necessary one. Good examples of this include transitioning the working group on separable connectors and the one on faulted circuit indicators to the Insulated Conductors Committee. The Distribution Subcommittee is still an active partner in dealing with the standards activities for these two working groups, but, since there was greater participation at the ICC in these areas, we felt that the ICC would be a better home for them. Newly formed distribution working groups include one dealing with interconnection issues with distributed generation, one dealing with volt/var control and another one dealing with stray voltage. We had to look at our past subcommittee design with all of its working groups and then we had to decide which ones supplied genuine value to sustained and growing membership.

Years ago, PES had a Power Systems Engineering Committee, which is now

- the Power System Analysis, Computing and Economics Committee (PSACE)
- the Power System Operations Committee
- the Power System Planning and Implementation Committee

The scopes of these Committees have evolved to the point where it's difficult today to decide which committee reviews which papers. More importantly, they effectively overlap with much of what the Transmission and Distribution Committee covers. Looking at what the General Systems and the Distribution Subcommittees of the T&D Committee cover will give you a better idea; there's considerable overlap with these three committees. That's a much larger problem than can be properly solved at this point, so we'll just mention it and go on to one that is more manageable.

The Transmission and Distribution Committee was formed when the industry consisted of vertically integrated electric utilities. This structure has served the industry well for many years, but it is not a good reflection of today's organizations. The industry today is more process-focused and T and D are separate and distinct organizational entities within the utilities. With few exceptions, there are no T&D people today – they are either T or they are D. Within PES, there should be a separate Distribution Committee and a separate Transmission Committee.

To make the plan viable, the Distribution Committee should include all those elements of what is under the scope of the present distribution subcommittee and then some. A natural addition would be the Power Quality Subcommittee since their focus is largely on the distribution system and on the customer. Another might be the Distribution System Analysis Subcommittee, now part of the PSACE Committee. Other than at trade shows like DistribuTech, GIS and distribution planning are not openly discussed at PES. This represents a potential new target audience.

Some subcommittees that have a T&D scope might also be candidates for a split along T & D lines. For example, the lightning and insulators subcommittee, towers, poles & conductors subcommittee and ESMOL subcommittee might benefit from a T&D split because the attendees are generally split along those lines. Most of these have a T&D scope, but most if not all of their efforts have been involved with transmission.

The common committee theme for distribution is focused on the interests of the IEEE members. One distribution committee means better planning, less conflicts with competing sessions of interest and ultimately more value to the attendee. The transmission committee would likewise benefit from a similar more-strategic focus.

VICE CHAIR REPORT – John McDaniel, *Distribution Subcommittee*
Vice Chair Report – June 15, 2005

Between January 2005 and June 2005, the subcommittee has been assigned a total of 23 transactions grade papers to review. This is up from the same period last year. One Power Engineering Society Letter was also received for review for this time period. The web site for the Transactions is: <http://tpwr-d-ieee.manuscriptcentral.com/> and the location for PES Letters is: <http://pesl-ieee.manuscriptcentral.com/index.html>.

About once a month I send out a list of papers that require review by the subcommittee to the members of the subcommittee. I'll ask for volunteers to review the papers. After someone volunteers I will assign them to review the paper(s) in the system. This will automatically generate an email to the reviewer giving them the website's address. The reviewer then will log into the system and review the paper(s).

If you do volunteer to review a paper, please make every effort to complete the review within a month. IEEE/PES has the goal of completing reviews within 90 days. As the paper may have been received up to a month before I ask for volunteers, those that do volunteer to review the paper should make every effort to review it in a timely fashion. If there are a sufficient number of reviews returned and the paper is approaching the 90-day limit, I will return the review with those that have been received. Overall, the Distribution Subcommittee is doing its part to meet the 90-day turn a round for reviews.

Please make sure that your contact information is up-to-date on the membership list, especially your email address. Working Group Chairs, please make sure your membership list are up-to-date and if there are any new members, please send me their names and email addresses. This will help me keep the reviewer email list current.

T&D ADCOM

IEEE-PES Transmission & Distribution Committee Organization and Procedures Manual
Draft June 16, 2005 (by Mack Grady)

Introduction

The Transmission & Distribution Committee adopts all portions of the IEEE-PES Technical Council Organization and Procedures Manual, version June 2004. The web link for that manual is www.ieee.org/portal/cms_docs_pes/pes/subpages/committees-folder/Tech_Council_OP_Manual.pdf. The purpose here is to add clarifications where needed.

Scope of the Transmission & Distribution Committee

Treatment of all matters related to the design, theoretical and experimental performance, installation, and service operation of parts of electric power systems which serve to transmit electric energy between the generating sources and customer points of common coupling through AC or DC lines.

Analysis and treatment of the following are included:

- Overhead and underground AC and DC transmission and distribution systems
- Flexible AC transmission systems (FACTS)
- Overhead conductors
- Environmental impact of transmission lines
- Lightning phenomena
- Secondary network systems
- Insulated line conductors
- Structural coordination and mechanical problems of transmission lines
- Switching surges and over-voltage phenomena

- Insulation coordination (jointly with other Committees)
- Inductive coordination
- Corona, electric fields, and magnetic fields
- Towers, poles, insulators, and hardware
- Shunt and series capacitors
- Engineering in the safety, maintenance, and operation of lines
- Harmonics and power quality
- Distributed resources and distributed generation
- Superconductivity analysis and devices
- Integration of renewable energy sources into T&D systems
- Security in T&D systems

Subcommittees of the Transmission & Distribution Committee

- Administrative
- Capacitor
- DC and Flexible AC Transmission
- Distribution
- Engineering in the Safety, Maintenance, and Operation of Lines
- General Systems
- Lightning & Insulator
- Power Quality
- Towers, Poles & Conductors

Clarifications to IEEE-PES Technical Council Organization and Procedures Manual

Section 7.1.2. (about Committee membership). Add the following paragraph:
Committee membership consists of Committee Officers, Subcommittee Officers, and Working Group Officers.

Section 7.1.3. (about the appointment of Committee Officers). Add the following paragraph:
The same appointment process applies to the five other Committee Officers. The five are outside the six-year automatic progression. They are

1. Technical Committee Program Chair (TCPC)
2. Vice Chair – Awards and Recognition
3. Vice Chair – Meetings
4. Vice Chair – Membership
5. Vice Chair – Standards

Section 7.1.4. (about the terms of the five other Committee Officers). Add the following paragraph:

The terms of office of the five other Committee Officers, who are outside the six-year automatic progression, are one year with reappointments with a suggested maximum of three years.

Section 7.1.5.1. (about the duties of the Committee Chair). Add the following item (item “l” after item k):

1. Serves as a member of the Technical Council Organization & Procedures Committee.

Section 7.1.5.2. (about the duties of the Committee Vice Chair). Add the following items:

- c. Serves as Chair of T&D Adcom.

d. Serves as a member of the PES Meetings Department.

e. Serves as a member of the Transactions on Power Delivery Editorial Board.

Section 7.1.5.3. (about the duties of the Committee Secretary). Add the following items:

f. Serves as a member of the Technical Council Emerging Technologies Coordinating Committee.

g. Maintains the Committee web page, and works with Subcommittee Web Coordinators to ensure that they maintain up-to-date web sites.

Add new Section 7.1.5.4. Duties of the Eight Other Committee Officers

The duties of the eight other committee officers, who are outside the six-year automatic progression, are for the most part self-explanatory. Some additional clarifications follow:

- The Vice Chair – Awards and Recognition serves as a member of the Technical Council Awards Committee.
- The Vice Chair – Meetings assists in organizing Committee and Subcommittee meetings that are held at times other than the PES Annual Meeting.
- The Vice Chair – Membership is responsible for 1. actively encouraging the participation of potential new members, and 2. mentoring or assisting in mentoring them in the various activities within the Committee.
- The Vice Chair – Standards serves as a member of the Technical Council Standards Coordinating Committee, and also oversees the activities of the Subcommittee Standards Coordinators.

Section 7.2.3. (about the duties of Subcommittee Chairs). Add the following item:

The Subcommittee Chair will also appoint the following six Subcommittee Functional Coordinators for the subcommittee:

1. Conference Paper Review Coordinator (reports to the TCPC)
2. Meetings Coordinator (reports to the Committee Secretary)
3. Panel Session Coordinator (reports to the TCPC)
4. Standards Coordinator (reports to the Vice Chair – Standards)
5. Transaction Paper Review Coordinator (reports to the Committee Vice Chair)
6. Web Coordinator (reports to the Committee Secretary)

Section 7.3. (about Adcom membership). Add the following paragraph:

Additional members are the five other Committee Officers, who are outside the six-year automatic progression.

WORKING GROUP REPORTS

DISTRIBUTION RELIABILITY (formerly SYSTEM DESIGN) – Cheri Warren, Chair

This group will be requesting an expanded time slot. In the next few years there will be a revision of 1366. Rodney Robinson is the new Secretary, while John McDaniel remain as Vice Chair.

SWITCHING AND OVERCURRENT PROTECTION – Betty Tobin, Chair

The Network Tutorial remains on hold, pending receipt of some additional information and final formatting. Betty Tobin gave a presentation on Seattle City Light's Strategic Network System Plan that provides guidance for improvements to their secondary network assets.

We received the latest draft of the Application Guide for Faulted Circuit Indicators. Any comments are to be sent to John Banting by October. We also discussed some issues about distributed generation.

DISTRIBUTED AUTOMATION - Anil Pahwa, Chair

There are not enough volunteers to hold a Distributed Automation tutorial at this time. IEEE does waive their copyright for tutorials. A panel session was held at this meeting. In 2006 there will be a panel on *Use of DA Information for Operation and Design of Distribution Systems*.

DISTRIBUTED RESOURCES INTEGRATION – Bob Saint, Chair

Bob Saint will chair this Working Group. We appreciate Reigh Walling's work as the previous Chair. This Working Group will remain part of the Distribution Subcommittee and will co-sponsor a PAR with the Standards Coordinating Committee to work on distributed generation impacts on the distribution system.

DISTRIBUTION INTERNATIONAL PRACTICES

This group did not meet.

ELECTRICAL TESTING OF WILDLIFE PROTECTORS - Shaun Whitey, Chair

The Guide is ready for final revision and a Tutorial is being written. There will be a web conference in July.

DISTRIBUTION SYSTEM PERFORMANCE – Scott Peele, Chair

This Group is evaluating methods used by utilities to evaluate feeder performance, using available data and then deciding work priorities.

VOLTAGE & VAR CONTROL – Greg Ardrey, Chair

This group did not meet.

STRAY VOLTAGE – Charlie Williams, Chair

This newly formed Group saw a video addressing stray voltage problems. Jim Bouford gave an update on stray voltage requirements by the Massachusetts and New York Utility Commissioners. A Working Group paper and panel session are planned for the T&D conference. A list of draft definitions and scope for the paper are being sent out to volunteers from this group.

LIAISON REPORTS

Insulated Conductors

A draft of the three-phase Faulted Circuit Indicator Guide has been sent out for comments by October. The single-phase guide will probably be sent out for reaffirmation.

Power System Relay Committee/Broadband on Power Lines

The BPL Group meets concurrently PSRC and will meet again in September. There are two Task Forces, one to address hardware and one to address installation. Both have drafts of their documents now. Issues include potential interference with radio signals and potential negative impacts on electric system integrity. John Banting has copies of the drafts that he will send to Betty Tobin so she can send them out to the Distribution Subcommittee members.

Surge Protective Devices

C62.22 Application-Guide for Metal Oxide Arresters will be done by the end of the year. C62.11 is also being worked on.

NESC

Dick Hansel reports that most comments are against proposed NESC changes (600+ comments) concerning wood poles. They will meet in August to go through comments.

DISCUSSION

T&D Committee

Transmission and Distribution (T&D) Committee Chair Mack Grady and Vice Chair Gene Wolf attended this meeting to discuss some of the issues raised in Dan Ward's Chair report. Gene and Mack want a good home for the Distribution Subcommittee and hope the Distribution will remain part of T&D. Distribution Subcommittee members prefer a meeting schedule that can allow closer coordination with other meetings such as DistribuTech rather than close coordination with the Transmission Subcommittee.

We discussed the PES policy on rotation of Subcommittee Chairs. The policy is a one-year appointment, and a maximum of 3 consecutive years. This chair position can be rotated.

Standards

A 'Standards Activity' website will be completed by the end of June. It will include templates for clauses, figures and equations. The software (Frame) has been tested with large documents with varying degrees of success depending on figures and equations.

Standards' rule changes re emailed in a batch at the beginning of each year to all Working Group Chairs. Sponsors for standards have the procedures or can review IEEE policy and procedures. Karl Mortenson may have an overriding set of rules. IEEE Standards is ensuring that sponsors are complying with formatting criteria since 2000. Working Group documents are archived by IEEE since 2000; IEEE does not have any prior ones. If you haven't used the template, IEEE editorial staff will do it. Once published, the editor will email the documents in PDF. Changes made after submission can not be done directly from Frame to Word.

Panels for June 2006

The Paper Panel cutoff date is December 2005 for the June 2006 meeting. A one-page summary should be sufficient.

PRESENTATIONS

There were no presentations at this meeting.

PANEL PRESENTATIONS

The following Panel Presentations are planned for subsequent meetings:

Distributed Resource Integration Working Group

1. Distributed Resources Impact on Distribution System Infrastructure
2. Distributed Resource Solutions

Distribution Automation Working Group

1. Use of Distribution Automation Information for Operation and Design of Distribution Systems

Appendix: Current Membership Roster

Chair: Warren, C., Albany, NY
Vice Chair: McDaniel, J., Belleville, MI
Secretary: Tobin, E., Seattle, WA

Ardrey, G., Beloit, WI
Banting, J., Pewaukee, WI
Barker, P., Schenectady, NY
Bonner, A., Franksville, WI
Bouford, J., Northborough, MA
Burke, J., Cary, NC
Capra, R., Lafayette, CA
Caswell, H., Portland, OR
Cheney, J., Phoenix, AZ
Clinard, K., Sammamish, WA
DeNardo, C., Milwaukee, WI
Ehrlich, R., Kennett SQ, PA
Fijnvandraat, C., Andover, MA
Frost, K., Oakbrook Terrace, IL
Gilmer, D., Craig, CO
Gupta, RP, Kanpur, India
Hensel, D., Jackson, MI
Khodaie, M., Albuquerque, NM
Pahwa, A., Manhattan, KS

Peele, S., Raleigh, NC
Pehosh, M., Arlington, VA
Perry, C., Knoxville, TN
Pinto, H., Medford, NY
Robinson, R., Topeka, KS
Sabin, D, Knoxville, TN
Saint, B., Arlington, VA
Short, T., Schenectady, NY
Siew, C., Burnaby, BC, Canada
Smith, D., Wilmerding, PA
Stepniak, F., Hackettstown, NJ
Vogel, S., New York, NY
Walling, R., Schenectady, NY
Ward, D., Richmond, VA
Welch, G., Raleigh, NC
Welch, L., Atlanta, GA
Williams, C., Maitland, FL
Yuen, D., Bellevue, WA