

**IEEE Distribution Subcommittee  
Meeting Minutes  
January 14, 2009  
Atlanta, GA**

The meeting convened at 10:00 a.m. with 31 members and 4 guests present.

**ADMINISTRATIVE**

Chair Cheri Warren called the IEEE Distribution Subcommittee meeting to order. The notes from our July 2008 meeting were approved with one change.

**CHAIR REPORT – Cheri Warren, *Distribution Subcommittee***

The group last met in Pittsburgh in July 2008.

**Online Meeting Activities**

During the General Meeting the Working on Reliability (approx 50 people in a horseshoe configuration) graciously agreed to be a test subject for on-line technology trial. Camtasia is a commercially available software product that allows the recording of powerpoint sessions, creation of online content, and recording of both audio and/or video. Camtasia was used during the meeting to record presentations and video was taken of portions of the session.

Lessons learned from the sessions

1. People are very uncomfortable being recorded and in particular being video taped. The use of this equipment impacted the richness of discussion and was markedly different in the portions of the meeting where the video equipment was not in use.
2. Recorded presentations only contained the voice of the presenter as readily available microphones do not have the range to pick up voices for large meetings. So to be effective a more expensive microphone should be procured.
3. The trial was of limited value at the end of the day because what the members really wanted was the ability to have a web conference running concurrently with the meeting for those who could not attend in person.

Recommendations for Next Steps

1. A policy should be developed for equipment use by members. It feels like equipment should be available through the Executive Office, but there are issues that must first be resolved including work load impacts on EO staff, training for those who borrow equipment, software licensing, and a deposit for the equipment so that it gets returned.
2. An appropriate microphone should be procured if we go forward.
3. Wireless should be available in meeting hotels with access to webex or live meeting provided by PES. At the present time this is quite cost prohibitive, but we should

continue to work to reduce these prices and to develop a mechanism for groups to pay for the services.

### **Smart Grid and Renewables**

Things are moving very quickly on Smart Grid and to some degree renewables with the change in US politics. As many of you will have heard there are 85 groups working on Smart Grid that we know of. If you watched Sunday's playoff game you will have heard a commercial for IBM advertising Smart Grid; it was aired 4 times! In order to stay relevant, we need a strategy to play in this space. It is my concerns that if we do not find a way to engage and engage in new ways, that this area will quickly move elsewhere where the pace is quicker. I'd like this group to consider ways that we can engage.

Our next meeting will be held in Calgary at the GM July 29, 2009.

### **VICE CHAIR REPORT – John McDaniel, *Distribution Subcommittee***

Between June 2007 and January 2008, the subcommittee has been assigned a total of 23 transactions grade to review. Of these, 9 were new papers and 14 were revisions. This is down from the same period last year, especially the number of revised papers. The web site for the process is located at: <http://mc.manuscriptcentral.com/tpwr-d-pes> .

The number of new papers assigned to the Distribution Subcommittee is substantially down. The new editor-in-chief is assigning fewer papers to us. This may be due to the fact that we had some papers in review for a very long time and they may be trying to get the paper review time shortened.

This past fall, an updated Manuscript Central was rolled out. For those that have not yet used it, you will need to obtain a temporary password to enter the system, even if you previously had one. Once you enter the system, you will be required to update your information, especially areas of interest.

There are now two PES awards associated with the Distribution area. The first is the Excellence in Distribution Engineering. The second is a new award for this year and it is the Douglas Staszkesy Distribution Automation Award. We need to make sure worthy candidates are nominated for these awards. If we do not submit nominations, no one will win these awards. So please consider nominating worthy candidates for these awards. For the Excellence in Distribution, contact Jim Burke ([DistJimB@aol.com](mailto:DistJimB@aol.com)) and for the DA Award, contact Larry Clark ([glclark@ieee.org](mailto:glclark@ieee.org)).

### **WORKING GROUP REPORTS**

#### ***DISTRIBUTION RELIABILITY – Cheri Warren, Chair***

This Working Group and its Task Forces met on Tuesday January 13<sup>th</sup> from 10AM to 5PM. There were 36 attendees.

**TF on Reliability Indices P1366** - Chair Cheri Warren ([Cheri.Warren@ngrid.com](mailto:Cheri.Warren@ngrid.com)) (2-1/2 hours)

- The members of the WG provided an update of the latest regulatory requirements for the states represented.
- A new PAR has been submitted for the next revision of IEEE 1366-2003 for the addition of selected new indices, as well several clarification items.
- Specifically, the WG discussed the consideration of including the new duration index, CELID Total and Single, in the Guide. It was noted that many of the utilities represented on the WG are already using this indices, but it is noted that there is a lot of confusion on the way to calculate the index among the utilities. WG members will present how they are using this index at their utility in the Calgary meeting and the WG will continue the discussion of including this duration index.

**TF on Catastrophic Days Discussion** – Heide Caswell

Heide summarized the three remaining methodologies under consideration for Catastrophic day determination. It was noted that the TF needs more data sets from utilities that have one or two years without a catastrophic event after a year with one or more catastrophic events. The TF will continue their analysis and present their recommendation at the Calgary WG meeting. It was requested that this recommendation include company-level comparable data to the working group.

**TF on Interruption Reporting Practices (P1782)** - Chairs Val Werner/Rodney Robinson

The TF reviewed the PAR 1782 Scope and Purpose approved in 2008 and discussed the key changes to Interruption Reporting Practice draft guide since the Pittsburgh, PA meeting in Section 3.0 including:

- Expanded the project prioritization and costs/benefit analysis
- Expanded the real-time usages
- We received several volunteers to develop portion for in the Guide

The WG discussed the alternative methodologies for the 24 hour window for daily SAIDI and the determination of major event days using various 24 hour windows and the  $T_{MED}$ .

Commonwealth Edison presented their analysis performed utilizing the noon-to-noon 24 hour window as compared to the midnight-to-midnight window. Also, PacifiCorp reviewed their analysis and use of a floating 24 hour window using  $T_{MED}$  to determine the major event days. The WG will continue this review in the Calgary meeting.

The WG discussed the latest version of the 2007 Benchmarking results and agreed to allow Heide Caswell at PacifiCorp the permission to perform the detailed analysis of the 2008 data for benchmarking with the understand that she and her staff will not know the originating company for the data sets.

Heide Caswell presented a brief summary of the Lawrence Berkley National Laboratory final report on publicly available reliability information. In general, the report supported the efforts underway by the WG to standardize reliability calculation and reporting practices.

Panel Sessions at T&D Expo in New Orleans in 2010:

- **Customer Interruption Data Collection, Access and Use** – Chair Val Werner  
Note: There will be a dry run of presentations at the Calgary Summer Meeting.
- **Weather Normalization and Outage Predicting** – Tom Short will chair this session.
- **Reliability Prioritization of Improvement Activities** – Heide Caswell will chair this panel for the WG at the 2010 T&D meeting. It will be a joint session with the Asset Utilization Group and will cover how you optimize a reliability program.

***SWITCHING AND OVERCURRENT PROTECTION – Charlie Williams, Chair***

The Group met on Monday, January 12, 2009 from 1:00PM until 2:00PM with 27 members and guests present.

The Network Tutorial has been scheduled for the 2009 IEEE PES GM in Calgary.

A draft Scope and Purpose along with an outline were discussed for the “Application Guide for Placement of Overhead and Underground Switching and Overcurrent Protection Equipment”. The guide will be focused on providing criteria for placement of switching and protective devices on distribution circuits. A PAR will be developed and submitted to support this work.

A conference paper has been submitted for the Calgary Meeting, “Application of Customer Exposure Ratio to Distribution Circuits”. It will be presented in a combination session with our Working Group meeting.

***DISTRIBUTED AUTOMATION – Georges Simard, Chair***

43 persons attended the meeting. The WG discussed the following businesses:

**Panel sessions:** 2 panel sessions to be held in Calgary for the IEEE / PES 2009 general meeting

- Session 1: “DA as Part of the Smart Grid Roadmap” chaired by Georges Simard
- Session 2: “Information Models for Distribution Automation” chaired by Mark McGranaghan

The session "Integrating AMI and Advanced Sensor Data with Distribution Automation" is delayed to the IEEE T&D exposition and conference in New-Orleans for April 2010.

**DA Documents**

- **EPRI/IEEE Guide on DA:** “Wikipedia” style guide should be ready to launch in the next weeks. Members were invited to contribute to this guide.
- **IEEE Book on Distribution Automation:** The outline is completed and the paperwork to submit the book proposal to IEEE will be completed in the next weeks.

**Doug Staszkesky DA Award:** Three nominations were received, the selection committee will make the choice in the next week, and the award will be presented at the IEEE/PES GM in Calgary next July.

**Policy on Email Surveys:** A policy on Emails survey was presented and posted on the DAWG website

**2009 Techwatch:** Focus of this year's Techwatch is distribution system modeling (CIM, MultiSpeak, etc)

**DA trends and projects:** A round table was conducted to discuss DA initiatives of the participants

**Presentation:** AEP's Fred Friend made a presentation on "Distribution Automation at AEP".

Other information available at <http://grouper.ieee.org/groups/td/dist/da/>

***DISTRIBUTED RESOURCES INTEGRATION – Bob Saint, Chair***

The group met on Monday, January 12, 2009 from 8 am until 10 am with 32 present.

The current status of the 1547 series of standards was reviewed.

The PAR for a "Draft Guide to Conducting Distribution Impact Studies for Distributed Resource Interconnection" was discussed. This has been submitted by SCC21 with the proposed IEEE number P1547.7. The role that this group will have in the development of this guide was discussed. As a minimum, the current members of this working group will be included in the email list for P1547.7. After the meeting, it was learned that the PAR can have a joint sponsorship; the primary sponsor being SCC21 and the secondary sponsor the PES T&D Committee. At the next SCC21 meeting, I will suggest that this happen.

This working group will be sponsoring a panel session at the PES General Meeting in Calgary and would like to sponsor a panel session at the 2010 T&D Conference. The panel session title will be Distributed Resource Integration.

***LIGHTNING PERFORMANCE OF DISTRIBUTION LINES – John McDaniel, Chair***

1. 1410 (Distribution Guide) revision status was outlined.

- Review of additions by W.A. Chisholm as secretary to form D3\_2008\_12\_04, incorporating comments from Chowdhuri, Darveniza, McDermott, Rakov, Torres, Ward
- Introduction of expressions for converting Thunderstorm Days to Ground Flash Density in tropical areas
- Introduction and endorsement of optical transient density using  $GFD = OTD/3$
- Introduction of some "lightning basics", for example "lightning is a current source", its equivalent (ramp) front time is  $1.28 \mu s$  (first) for median wave

compared to 2  $\mu$ s chosen for large-amplitude backflashover, the sine wave frequency equivalent is 128 kHz etc.

- Description of flashover process for direct stroke, including surge impedance of conductor over imperfect ground to give a physical impression of why induced overvoltage increases over lossy ground
2. Presentation by Carlo Alberto Nucci, “IEEE Std 1410: Revision – Lightning Induced Voltages”. The contribution is posted on the WG web site, [www.ieee.org/pes-lightning](http://www.ieee.org/pes-lightning), along with the minutes.

Stan Grzybowski raised the point that, with 300 kV CFO achieved by many utilities using combined wood and insulators, induced overvoltage is no longer a problem. This was the main point raised by Mat Darveniza as well. General discussion then centered on the facts that: Insulation is rated by CFO in ANSI, typical 95 kV to 125 kV for distribution system insulators which are increasingly used on steel and concrete poles in North America. The insulation levels in distribution systems in Europe have traditionally been well below 300 kV. A final comment was that design to 300 kV is sometimes done to allow deterioration over time and is never achieved at a small fraction of weak link structures.

3. 2008 IEEE/PES T&D Conference Panel Session was a success with standing room only. It is time to start thinking about the 2010 T&D Expo, April 20-22 in New Orleans, where the Lightning Working Group will likely be sponsoring a panel session on lightning.

The panel paper title and abstract in IEEE model paper format will need to be prepared approximately 34 weeks before the conference. The normal process is:

- Panel chairs select paper title and inform TCPC and Secretary
- Depending on number of parallel sessions that can be accommodated at venue, TCPC and Secretary *may* need to put panels in priority order.
- 39 weeks before conference, Miracd / IEEE inform TCPC of panel session password
- 38 weeks before conference, panel chairs inform panelists of password, panel title and their name (all three needed to identify panel correctly) and also (please) *provides a copy of the IEEE PES model paper and formatting guide for the authors' convenience*
- 38 weeks, Miracd system opens for submission of papers.
- 34 weeks, Miracd system closes for submission of papers, a firm deadline.
- TCPC returns papers or (title + abstract in IEEE format) contributions to panelists for completion using the “revise and resubmit” option.
- Panelists re-submit papers about 24 weeks before conference, leaving panel chairs 1 week to accept/reject. Grounds for rejection include incorrect (hopeless) format and overt commerciality in IEEE guidelines, double checked by TCPC
- 22 weeks, panel session chair prepares 150-word summary of session for program
- 19-20 weeks: TCPC schedules panel session in collaboration with other TCPCs and T&D Secretary (who schedules TF/WG meetings).

The submission deadline for the 2009 APM in Calgary, for example, was December 10 for both conference and panel session papers.

***VOLTAGES IN PRIVATELY AND PUBLICLY ACCESSIBLE LOCATIONS – Chuck DeNardo, Chair***

The Working Group on Voltages at Publicly and Privately Accessible Locations met in Atlanta, GA from 2:00 p.m. to 5:00 p.m. on January 12, 2009. Approximately 35 people were in attendance. Following approval of the previous meeting minutes and introduction of attendees, the chair identified various sections of the agreed to outline that have not been started. He asked for volunteers to begin work on these sections. Individuals or groups are now working on Section 1 (Overview), Section 4 (General Discussion), Section 5 (Human and Animal Electrical Sensitivity), Section 6 (Contact Voltage), Section 7.3.2.1 (Confined Livestock), and Section 7.3.2.2 (Swimming Pools).

Dave Kalokitis followed the solicitation of volunteers with a presentation providing background information for the initial draft of Section 6 (Contact Voltage). Dave asked for verbal comments, and indicated the draft itself would soon be e-mailed to the working group contact list for additional comment. Prior to adjournment, the chair asked for and received comments concerning the initial draft of Section 7.3.2.1 (confined livestock). The initial draft of 7.3.2.1 was e-mailed to the group's contact list for comment prior to the meeting.

***WILDLIFE PROTECTORS – Caryn Riley, Chair***

The Working Group for Wildlife Protective Products met on January 14, 2009 from 8:00AM to 10:00AM. Fourteen members attended the meeting. Caryn Riley was elected Chair of the Working Group after the resignation of Shaun Whitey. Harry Hayes was elected as Secretary for the completion of the Guide. The remainder of the meeting was spent in review of the final changes to the Guide in response to the negative ballots. Once these changes are completed, the packet will be submitted to RevCom for the re-circulation ballot. There was discussion about hosting a panel session at the IEEE T&D Exposition in New Orleans, LA in 2010.

**LIAISON REPORTS**

***Insulated Conductors – John Banting***

Due to travel conflicts I was unable to attend these meetings; however the FCI Group did meet with my current Vice Chair. The meeting was held in San Antonio on October 29<sup>th</sup>, 2008. As reported in the last meeting, P495 Guide for Testing Faulted Circuit Indicators, P1216 Single Phase URD Application Guide and P1610 Three Phase URD Application Guide have all been completed and are presently available through IEEE Publications.

The Working Group is now considered a Discussion Group and has been discussing the next work assignments. Two suggestions thus far have been "Overhead FCI Application Guide to support UG Distribution" and "FCI Application Guide for Insulated and Bare Conductors". There was concern in the Working Group that we would conflict with the Distribution Group if

we included OH bare wire applications. The FCI activities were transferred to the ICC, however to mitigate any concerns I spoke with John McDaniel who in turn spoke with several of the Distribution Subcommittee officers to validate that there would be no issue. This being cleared up, the Working Group will move forward and ultimately propose a PAR.

The next meeting of the ICC will be May 17<sup>th</sup> thru the 20<sup>th</sup> at the Rosen Center in Orlando Florida.

Lastly, since I Chaired the three documents through completion I feel it's an appropriate time to pass the Chair to another individual. I will be recommending to the ICC that Fran Angerer take become the Chair role and that Harry Hayes becomes the Vice Chair. I do intend to continue to attend the ICC meetings and stay active with the FCI. Standards

***Power System Relay Committee/Broadband on Power Lines – John Banting***

The Broadband over Power Lines Standards consist of three documents. P1675 relates to the BPL hardware. P1775 relates to the EMC requirements for testing and measurement. P1901 define the MAC and PHY requirements. At the last meeting I reported that P1675 had passed balloting and was in publishing. The document was released from publishing in early January '09 and is now available for purchase:

**IEEE Std 1675<sup>TM</sup>-2008, IEEE Standard for Broadband over Power Line Hardware**  
IEEE

3 Park Avenue

New York, NY 10016-5997, USA

7 January 2009

**IEEE Power & Energy Society**

Sponsored by the Power System Communications Committee **1675<sup>TM</sup>**

P1775 has been delayed for over a year in the Working Group due to a disagreement over including an appendix that would describe the steps to take for mitigation to EMC issues. This issue was resolved late in 2008 with a modification to the appendix that was acceptable to a majority of members. The Draft was then passed on to the group of sponsors for approval. On January 11<sup>th</sup>, 2009 the Working Group received notice that the document had been approved for balloting by the Sponsors. The Working Group, Chaired by Aron Viner will now prepare the Draft for ballot. Due to the length of time taken to complete the document, this will be on the fast track. Interested parties need to be certain to sign up for the balloting group.

Work on P1901 continues.

***SCC 21 – Bob Saint***

The next meeting of the 1547 series of working groups is January 27-30, 2009 in Las Vegas. P1547.6 (Secondary Networks) will be meeting Tuesday and Wednesday; P1547 4 (Intentional Islands) will be meeting Thursday and Friday; and the organizational meeting of P1547.7 (Impact Studies) will meet on Tuesday and Wednesday. SCC21 will be meeting on Wednesday afternoon.

The following is the status of the 1547 series of standards:

- IEEE 1547-2003 (Standard for Interconnecting Distributed Resources with Electric Power Systems) - This standard was reaffirmed in 2008 with a vote of well over 90%.
- IEEE 1547.1-2005 (Standard for Conformance Test Procedures for Equipment Interconnecting Distributed Resources with Electric Power Systems) - This standard was approved in 2005.
- IEEE 1547.2-2008 (Application Guide for IEEE 1547 Standard for Interconnecting Distributed Resources with Electric Power Systems) - This standard has been approved by IEEE in December and will be published within six months.
- IEEE 1547.3-2007 (Guide for Monitoring, Information Exchange and Control of DR Interconnected with EPS) - This guide was approved in 2007.
- P1547.4 (Draft Guide for Design, Operation, and Integration of Distributed Resource Island Systems with Electric Power Systems) – The working group is actively working on this Guide. It may be ready to ballot by the end of this year.
- P1547.5 (Draft Technical Guidelines for Interconnection of Electric Power Sources Greater Than 10 MVA to the Power Transmission Grid) - The working group with the PES Transmission Subcommittee and is not active. This PAR will soon expire and may not be renewed immediately.
- P1547.6 (Draft Recommended Practice for Interconnecting Distributed Resources with Electric Power Systems Distribution Secondary Networks) - The working group is actively working on this Recommended Practice.
- P1547.7 (Draft Guide to Conducting Distribution Impact Studies for Distributed Resource Interconnection) - The PAR has been submitted by SCC21 and should be approved in January, 2009. The first meeting of the working group will be January 27-28, 2009.

## STANDARDS

### *NESC – Rusty Soderberg*

The NESC subcommittees met in Piscataway, NJ during September to review change proposals (CP) for the 2012 Code. The preprint for the 2012 Code will be available in September of this year and comments on the pre-print are due by May 1, 2010. I would encourage everyone in distribution to comment on the change proposals contained in the pre-print, as applicable, to ensure our voice is heard. Subcommittee 4, “Overhead Lines – Clearances” reviewed over 200 change proposals, and Subcommittee 5, “Overhead Lines - Strength and Loading,” of which I am a member, reviewed over 50 change proposals.

Some key proposals subcommittee 5 reviewed:

- The proposal to remove the 60’ exclusion (CP3423) was rejected based on the fact that the CP did not increase safety. The 60’ exclusion allows most distribution poles to be exempt from certain analyses.

- CP3372 proposed a change to Rule 250B “Combined ice and wind district loading.” The boundaries for the district map between the light, medium, and heavy loading districts were proposed to be changed. This CP was also rejected.
- CP3371 was to modify the 60 foot exclusion based on conductor size. This proposal was also rejected based on the fact that the CP did not increase safety.

I voted to reject the above proposals.

A couple proposals subcommittee 4 reviewed:

- Rule 218, “Vegetation management” is proposed to be changed to “Vegetation Requirements.” Along with this title change the sentence, “Vegetation management should be performed as experience has shown to be necessary” is planned to be deleted and references added to appropriate ANSI standards.
- Also proposed is the elimination of the additive constant from Table 230-2, “Ice, wind pressures, temperatures, and additive constants for purpose of calculating final inelastic deformation.” This will result in all the sag tables for most utilities to be slightly off. Therefore, the sag tables will need to be corrected for this difference.

### ***NEC – Greg Obenchain***

There was no report at this meeting.

### **DISCUSSION**

We learned that Dick DiBlasio, who chairs the SCC 21 process, is also the IEEE Chair for an IEEE Smart Grid Ad Hoc Committee that is gathering information needed to coordinate all IEEE groups doing work on smart grids. Paula Trainer of IEEE gave us the following information about the The Intelligrid Coordination Steering Committee:

- By April, this Committee will recommend strategies for addressing smart grid issues to the IEEE Board
- There will be a “Plain Talk” course for presentations
- There will be a use case site available addressing for power systems, communications and AMI. It will address the data needed, what needs to be done to capture that data, and the investments required.
- There will be a National Clearinghouse for information on smart grids, with links to websites of about 85 different organizations.
- An effort will be made beginning in 2010 to gather information about new work being done by different groups to enable smart grid transactions.

The Steering Committee does not anticipate working on Standards, but will send such work to the appropriate committees and will work with subcommittee chairs.

It is now easier to modify PARs and we can now have joint PARs with one sponsor identified as the main sponsor. This could prove useful when addressing smart grid standards and guides.

## **PRESENTATIONS**

*NEETRAC Polymer Cutout Study* – presented by Frank Lambert of Georgia Tech-NEETRAC. Frank presented the results of tests done to predict the performance of 15kV class polymer cutouts from four different manufacturers. These results are available at the following website:

[http://www.neetrac.gatech.edu/publications/HVSS\\_Polymer\\_Cutouts.pdf](http://www.neetrac.gatech.edu/publications/HVSS_Polymer_Cutouts.pdf)

*Panel Requirements* – presented by Bill Chisholm of the T&D TCPC. This presentation is attached at the end of these Minutes.

## **PANEL SESSIONS AND TUTORIALS**

Working Groups' future panel sessions and tutorials are:

### WG on Distribution Reliability

- Weather Normalization & Outage Predicting, 2010 T&D Conference
- Customer Interruption Data Collection, Access and Use, 2010 T&D Conference
- Reliability Prioritization of Improvement Activities, 2010 T&D Conference

### WG on Switching and Overcurrent

- Network Tutorial, Calgary, July 2009

### WG on Distribution Resources Integration

- Distributed Resource Integration, Calgary, July 2009

### WG on Distribution Automation

- Integrating AMI and Advanced Sensor Data with Distribution Automation, 2010 T&D Conference
- DA as Part of the Smart Grid Roadmap, Calgary, July 2009
- Information Models for Distribution Automation, Calgary, July 2009

**Appendix: Current Membership Roster**

Chair: Warren, C., London, UK

Vice Chair: McDaniel, J., Syracuse, NY

Secretary: Tobin, E., Everett, WA

Ardrey, G., Beloit, WI  
Banting, J., Pewaukee, WI  
Bouford, J., Augusta, ME  
Burke, J., Cary, NC  
Carroll, P., Milwaukee, WI  
Caswell, H., Portland, OR  
Cole, J., Bozeman, MT  
DeNardo, C., Milwaukee, WI  
Ehrlich, R., Newark, DE  
Fijnvandraat, C., Andover, MA  
Forte, V., Albany, NY  
Friend, F., Charleston, WV  
Frost, K., Oakbrook Terrace, IL  
Gilmer, D., Craig, CO  
Goodfellow, J., Redmond, WA  
Hall, D., Newark, DE  
Hayes, H., St. Louis, MO  
Khodaie, M., Albuquerque, NM  
Lambert, F., Forest Park, GA  
McDermott, T., Pittsburgh, PA  
Meade, K., Charlotte, NC  
Moran, N., San Francisco, CA  
Nuthalapati, S., College Station, TX  
Obenchain, G., Washington, DC

Pahwa, A., Manhattan, KS  
Pehosh, M., Arlington, VA  
Riley, C., Forest Park, GA  
Robinson, R., Topeka, KS  
Russo, D., Seattle, WA  
Sabin, D., Beverly, MA  
Saint, B., Arlington, VA  
Schwalm, A., Victor, NY  
Short, T., Ballstonspier, NY  
Siew, C., Burnaby, BC, Canada  
Simard, G., Montreal, QC, Canada  
Smith, J., Phoenix, AZ  
Soderberg, R., Jackson, MI  
Taylor, L., Charlotte, NC  
Thatcher, M., Kansas City, MO  
Venkata, S.S., Oro Valley, AR  
Viglietta, J., Philadelphia, PA  
Walling, R., Schenectady, NY  
Wang, D., New York, NY  
Ward, D., Richmond, VA  
Welch, G., Raleigh, NC  
Werner, V., Milwaukee, WI  
Williams, C., Maitland, FL  
Yuen, D., Bellevue, WA

Deadline Dates for 2009 General Meeting (26 - 30 Jul. Calgary, Alberta, Canada)	
WEEKS OUT	LAST DAY FOR . . . .
39 wks Wk of 10/27/08	Paper submission/review site open <b>for training</b> reviewers, <b>TCPCs, etc.</b>
38 wks Wk of 11/3/08	Paper submission/review web site to open to Authors
34 wks Week of 12/1/08	Proceeding and <b>Panel Papers</b> uploading by authors ends. <b>Firm Date!</b>
	TCPCs start assigning proceeding papers to reviewers, <b>and panel papers to Session Chairs</b>
26 wks 1/26/09	Reviewer/ Panel Session Chair recommends to TCPC on-line that each panel paper is accepted or needs revision - <b>TCPC must finish and enter decisions for revisions by 2/2/2008</b>
23 wks Week of 2/16/09	Session Chairs get final panelist papers & proceedings papers ( <i>if necessary</i> ) via web. <b>TCPC must assign the revisions to the session chairs by this date.</b>
	Tutorial Organizers submit tutorial summary to PES Tutorial Coordinator for arrival by this date.
22 wks Week of 2/23/09	TCPCs receive final decisions ( <b>ACCEPT OR REJECT ONLY</b> ) for all paper types from Session Chairs & Reviewers
	<b>TCPCs get complete panel session information from Panel Session Chair (Email of 150 word summary for printed program and listing of names of presenters &amp; their paper titles)</b>
	Tutorial Coordinator & Tutorial Organizer must agree on date for tutorial and provide that information to E.O. (within room availability parameters)
21 wks 3/2/09	<b>TCPC enters all final decisions on web site.</b> Authors notified of decision re paper via EO email ( <i>must be prior to TCPC session scheduling</i> )
20 wks 3/9/09	<b>MIRA Paper Quality Check to take place (2 wk allowance)</b>
20.5 wks 3/4/09	First TCPC Web Conference
19.5 wks 3/11/09	Second TCPC Web Conference
20 wks week of 3/9/09	Tutorial Coordinator notifies Tutorial Session Organizer that summary is accepted or needs revision
20-19 wks Wks of 3/19/09 – 3/16/09	<b>TCPCs schedule all sessions</b> ( <i>must be after all decisions are posted</i> ) <b>spreadsheet circulated or meeting online.</b>
19 wk Wk of 3/16/09	EO to receive forms, all Proceedings material from TCPC for all sessions <b>All Sessions must be entered by 3/10/2008</b>
18 wks Wk of 3/23/09	Tutorial Session Organizer submit final copy of summary to Tutorial Coordinator ( <i>if necessary</i> )
18 wks 3/23/09	TCPC submits committee meeting requests on-line
17 wks Week of 3/30/09	Tutorial Coordinator sends final summary to E.O. if necessary
	Front matter posted on web. Notify LOC via e-mail to review (unless LOC created front matter)
	<b>All Technical sessions finalized;</b> TOC pulled for proceedings
15.5 wks wk of 4/8/09	Send draft program to TCPCs for review ( <i>3 day turnaround</i> ); LOC comments re front matter due to EO
14.5 wks 4/15/09	Program goes into production

13 wks 4/27/09	All contributors, plenary speakers confirmed by LOC
12 wks Wk of 5/4/09	Proceedings go into production
8.5 wks 5/27/09	Advance Program posted on web; mail postcards – if using
4 wks 6/29/09	Program to printer