Distribution Transformer Subcommittee
Task force / Working Group Report

Document #: PC57.167

Document Title: TF Guide for Monitoring Distribution Transformers

Chair: Gary Hoffman  Vice-Chair: Mike Thibault
Secretary: See below  Per Cent Complete: 0

Current Draft Being Worked On: NA (Working Group)  Dated: 17 October 2018

Meeting Date: 16 October 2018  Time: 4:45 til 5:50PM

Attendance:
- Members: 51
- Guests: 44
- Total*: 95

* For details of attendance, please refer to AMS system of the Transformers Committee

Draft Meeting Minutes / Significant Issues / Comments:

1. Call to order and any Chair’s remarks – Called to Order at 4:45PM by Gary Hoffman
2. Quorum Verification – All participants we informed of the option to request membership of the Task Force by indicating in the Rosters being circulated.
3. Confirmation of the essential patent statement and responses – No patents were discussed or disclosed to the Chair or the Vice as of the submittal of these minutes
4. Approval of agenda for this meeting. No Objections Motion by Jerry Murphy, Second by Al Traut – Unanimously Approved
5. Call for WG Secretary: Post meeting, Gustavo Leal volunteered appointed by the Chair
6. Technical topics introduced by Chair followed by discussion of each
   a. Review of WG’s Scope/PAR
   b. (Introduction of Suggested Clauses to the Guide – Not in order of Guide to be developed)
      i. Justification for monitoring – Discussion centered on Safety, Resiliency, Reliability
      ii. Key monitoring parameters and their tolerances
      iii. Method of alert – Audible and/or visible local alarming
      iv. Telemetry – Transmission of information to those which should then take action.
      v. Monitor enclosure integrity and user access – How the Monitoring Device Enclosure should be constructed
      vi. Installation – How the Monitoring Devices should be installed – Discussion concerning some Utility Regulatory Commissions accepting monitor Reporting in lieu of on-site inspections (Rick Cantrell).
      vii. Obligatory - Overview/Normative Reference/Definitions Clauses
7. New business (members on Task Forces as well as presenters are shown below as Table 1)
   a. Motions for establishing Task Forces for Suggested Clauses
   b. Motion to form Task Force (TF) for 6.b.i (Justification for Monitoring) development of Clause – Dan Mulkey – Made Motion – Seconded by Steve Shull Motion Passed unanimously. Dan Mulkey to Chair TF. Call for Member participants in TF.
   c. Motion to form Task Force (TF) for 6.b.ii (Key Monitoring parameters and tolerances) development of Clause – Jerry Murphy – Made Motion – Seconded by Steve Shull Motion Passed unanimously. Jerry Murphy to Chair - Call for Member participants in TF
   d. Motion to form Task Force (TF) for 6.b.iii and iv (Method of Alert and Telemetry) development of Clause – Mike Thibault – Made Motion – Seconded by Said Hachichi Motion Passed unanimously. Mike Thibault to Chair - Call for Member participants in TF
e. It was agreed to Table action on clause for enclosue integrity and access along with the clause on installation

f. General – Between Fall 2018 Jacksonville and 2019 Anaheim Meeting the expectation is that these TFs formed in 7.b thru d will schedule via a “Doodle Poll” and meet via “Web-Conference Call” and develop a draft proposal for the working group to review and discuss at the Anaheim Meeting.

g. Discussion of the followed concerning Utilities and Manufacturing members of the Working Group to provide short presentations at the next meeting in Anaheim on what “State of the Art” Monitoring for Distribution Class Transformers. Volunteers for this were:
   i. PSE&G – David Blew
   ii. ConEdison – Bradley Kittell/Jason Attard
   iii. Qualitrol – Hakim Dulac
   iv. Pacific Gas and Electric – Mike Thibault
   v. DuPont – Mark Scarborough

   A doodle poll will be issued to decide on meeting dates prior to and just after Thanksgiving and perhaps after the New Year

8. Next face to face meeting – Anaheim, California March 24 thru 28 – 2019. A Web meeting may be called if needed

9. Adjournment

Table 1

<table>
<thead>
<tr>
<th>Chair</th>
<th>Task Force 1 - Justification Clause</th>
<th>Task Force 2 Monitor Clause</th>
<th>Task Force 3 - Method and Telemonitoring</th>
<th>Representer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephen Stahl with North Fort SE, LLC</td>
<td>Larry Murphy with Really Clean Energy Services</td>
<td>Michael Thibault with Pacific Gas &amp; Electric</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Member</td>
<td>Member</td>
<td>Member</td>
<td>Member</td>
<td>Member</td>
</tr>
<tr>
<td>John O’Donoghue with IPD Corporation</td>
<td>Rick Colwell with Submeter Transformer</td>
<td>Jason Attwell with Consolidated Edison Co. of NY</td>
<td>Richard Thibault with Pacific Gas &amp; Electric</td>
<td></td>
</tr>
<tr>
<td>Jeff Breen with Walshearn</td>
<td>Jerome Varnum with IPD Corporation</td>
<td>Brian Koppenski with Centi International Inc.</td>
<td>Mark Scarborough with DuPont</td>
<td></td>
</tr>
<tr>
<td>Douglas_fake with Richards Manufacturing Co.</td>
<td>Jason Attwell with Consolidated Edison Co. of NY</td>
<td>Audrey Selbest-Timmer with IPD Corporation</td>
<td>David Blew with PSE &amp; G</td>
<td></td>
</tr>
<tr>
<td>Member</td>
<td>Member</td>
<td>Member</td>
<td>Member</td>
<td>Member</td>
</tr>
<tr>
<td>Brian Koppenski with Centi International Inc.</td>
<td>Mike Duric with Qualitrol Company LLC</td>
<td>Royce Yebba with General Electric</td>
<td>Richard Thibault with Consolidated Edison Co. of NY</td>
<td></td>
</tr>
<tr>
<td>Member</td>
<td>Member</td>
<td>Member</td>
<td>Member</td>
<td>Member</td>
</tr>
<tr>
<td>Brad Kittell with Consolidated Edison Co. of NY</td>
<td>Deborah Swiatek with Southwest Electric Co.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

There were no Handouts for this Meeting – Attached Power Point for Meeting Agenda

Submitted by: Mike Thibault (Vice Chair)

Date: 10/17/2018