

3 Administrative Subcommittee – J Ed Smith

The meeting took place at the Renaissance Hotel in Boston, MA, on Sunday October 30, 2011. The meeting was called to order at 2:06 PM, by Chair Ed Smith.

3.1 Introductions

The attendees were asked to introduce themselves. The chair asked each attendee to state his/her affiliation. If the attendee is a consultant, the attendee must state if he is representing a company other than his own consulting interest. Introductions were made by members and guests.

3.1.1 Attendance of Members & Guests

The following members of the Administrative Subcommittee were present:

- | | | |
|---------------------|-------------------|-------------------|
| • Gregory Anderson- | • Donald Platts- | • Bruce Forsyth- |
| • Steve Antosz- | • Thomas Prevost- | • Loren Wagenaar- |
| • William Bartley- | • Susan McNelly- | • Peter Zhao- |
| • Bill Chiu- | • Steve Shull- | • - |
| • Richard Dudley - | • J. Edward Smith | |
| • Charles Johnson | (Ed)- | |
| • Carl Niemann - | • Ross McTaggart- | |

The following members were absent:

- Thomas Lundquist

The following guests were present:

- | | |
|------------------|----------------------------------|
| • Peter P Balma- | • Joe Watson (For Tom Lundquist) |
| • Jin Sim- | • Erin Spiewak |
| • Jodi Haasz | |

3.2 Approval of San Diego Admin SC Meeting Minutes

3.2.1 Review and approval of the unapproved minutes from the Boston, MA meeting

The Chair asked for comments from the Boston, MA Administrative Subcommittee meeting minutes. Hearing no comments or requests to change the draft minutes, the Chair asked for a motion to approve. Vote Approved.

Agenda

The Chair reviewed the draft agenda with the attendees. There were no comments and the Chair declared the agenda approved.

IEEE/PES Transformers Committee
Administrative Subcommittee Meeting

Fall 2011 – Boston, Massachusetts, USA

AGENDA

Sunday, October 30, 2011 – Call to Order 2:00pm

- | | |
|--|-------------|
| 1. Introduction of Members and Guests (:05) | E. Smith |
| 2. Approval of the Spring 2011 Minutes – San Diego (:05) | E. Smith |
| 3. Chair's Remarks and Report (:10) | E. Smith |
| 4. Vice Chair's Report (:05) | B. Chiu |
| 5. Secretary's Report (:05) | D. Platts |
| 6. Treasurer's Report (:05) | G. Anderson |
| 7. Awards Report (:05) | T. Prevost |
| 8. Meeting Planning (:15) | G. Anderson |
| A. Boston Arrangements & Host Report | |
| B. Nashville & Future Meetings | |
| 9. Standards Report (:15) | B. Bartley |
| 10. BREAK (:10) | |

Time Check – 3:30PM

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| 11. New Business | |
| 11.1 – IEEE-SA report (:05) | J. Haasz/E. Spiewak |
| 11.2 – Transformer Committee - O&P & P&P (:05) | P. Balma |
| 11.3 – Standards on CD (:05) | P. Balma |
| 11.4 – Historical Archives (:05) | P. Balma |
| 11.5 – What is a Task Force (:05) | P. Balma |
| 11.6 – Subcommittee Webpage Updated (:05) | E. Smith/S. McNelly |
| 11.7 – Higher Quality Documents to Ballot (:05) | S. Antosz |
| 11.8 – Thursday's Main Committee Meeting Format (:05) | D. Platts |
| 11.9 – Non Transformer Committee Activity Schedule (:05) | D. Platts |
| 11.10 – New TF on Moisture in Insulating Systems (:05) | D. Platts/B. Bartley |
| 11.11 – Website Copyright materials (:05) | L. Wagenaar |
| 11.12 – Meeting Slots, do we need more? (:05) | S. Shull/G. Anderson |
| 11.13 – Other | E. Smith |

Time Check – 4:30PM

12. Subcommittee Reports - Roundtable

12.1 – Dielectric Test (:05)	L. Wagenaar
12.2 – Distribution Transformers (:05)	S. Shull
12.3 – Dry Type Transformers (:05)	C. Johnson
12.4 – HVDC (:05)	R. Dudley
11.5 – Instrument Transformers (:05)	R. McTaggart
12.6 – Insulating Fluids (:05)	S. McNelly
12.7 – Insulation Life (:05)	B. Forsyth
12.8 – Performance Characteristics (:05)	S. Antosz
12.9 – Power Transformers (:05)	T. Lundquist
12.10 – UTNP (:05)	C. Niemann
12.11 – Bushings (:05)	P. Zhao

13. Old Business

14. Adjourn

3.3 Chair's Remarks and Report – E. Smith

3.3.1 Refer to Section 1.0 for a complete "Chair's Report."

Highlights:

The Chair pointed out that this is his last meeting as the Chair and that Bill Chiu will take over in January. Ed thanked everyone for their assistance during his tenure

At this meeting, we added a Patent Disclosure area on the Registration form. This allows anyone to disclose any patents in advance, so that we will not hinder the WG chairs with this responsibility. We did get several responses of potential patent claims.

The Chair reviewed the Processes for naming and retaining Subcommittee Chairs which includes an Annual approval, and a specific process for appointing replacements.

Per the O&P Manual, each year the chair must confirm the Reappointment of the Subcommittee Chairs. When a Subcommittee Chair is to be replaced, the chair shall make the appointment, after review with the previous chair and the other officers concerning the proposed replacement.

3.3.2 Comments on Reorganization of the Schedule for our Sunday to Thursday meetings.

We plan to make changes to the Main meeting and establish an Awards lunch format starting in Nashville. The main committee meeting (General Meeting) will be split into two parts. The General Committee meeting will be held during the 8 AM time slot on Monday morning. We will cover the new items from the Administrative Subcommittee, and New Business. We will also allow time for each Subcommittee Chair to present a quick coming attractions type report. We will move the tutorials to Thursday morning. Then following the tutorials we will add a follow-up meeting of the Committee. During this time, we will have a simplified version of the Subcommittee reports

We have meetings of non-core activities that occur during our week of meetings. The officers have agreed that we should move these non-core group meetings outside of the Monday to Thursday core meeting time. We expect the NEMA meeting to remain, and move the IEC TC14 and EL&P delegation meetings.

The Chair announced that Steve Antosz will be new Secretary starting January 1, 2012.

Comments on the Patent Policy

General Meeting Detroit July 2011. Covered in Chair's report

3.4 Vice Chair's Report – Fall 2011 – B. Chiu

3.4.1 IEEE PES Calendar of Upcoming Events

The table below lists the upcoming PES sponsored conferences and committee meetings. Please check the PES website at www.ieee-pes.org for further details.

Event Name – Location	Date
Innovative Smart Grid Technologies (ISGT) – Kollam, Kerala, India	Thursday, Dec. 1, 2011
Innovative Smart Grid Technologies ISGT) – Manchester, UK	Monday, Dec. 5, 2011
Innovative Smart Grid Technologies (ISGT) - Jeddah Saudi Arabia	Saturday, Dec. 17, 2011
Joint Technical Committee Meeting (JTCM) - Garden Grove, CA	Sunday, Jan. 8, 2012
Innovative Smart Grid Technologies (ISGT) – Anaheim, CA	Monday, Jan. 16, 2012
2012 IEEE/PES T&D Conference And Exposition – Orlando, FL	Monday, May 7, 2012

IEEE PES Innovative Smart Grid Technologies ASIA - Tianjin, China	Monday, May 21, 2012
IEEE PES POWERAFRICA 2012 - Johannesburg, South Africa	Monday, Jul. 9, 2012
2012 PES General Meeting (GM) - Boston, MA	Sunday, Jul. 22, 2012
IEEE PES T&D 2012 – Latin America Montevideo, Uruguay	Monday, Sep. 3, 2012
Innovative Smart Grid Technologies EUROPE (ISGT Europe) - Berlin, Germany	Sunday, Oct. 14, 2012
2012 International Conference On Power System Technology - Auckland , New Zealand	Tuesday, Oct. 30, 2012
2013 PES General Meeting (GM) Vancouver, Canada	Sunday, Jul. 21, 2013

3.4.2 Recent Conference Paper Sponsored by Transformers Committee

2011 PES General Meeting (Detroit, MI, July 24–29, 2011)

A total of 17 papers were scheduled for presentation. 11 papers were presented in the Paper Session and the remaining five were scheduled for the Poster Session.

List of eleven papers presented in Paper Session

2011GM0036	Development of Ultra – Low Noise transformer technology
2011GM0105	A Moisture Diffusion Model for Transformer Oil and Paper
2011GM0328	Multi-Kernel Support Vector Classifier for Fault Diagnosis of Transformers
2011GM0696	Modeling and Analysis of the Suppression of Ferroresonance in Nonlinear Three-Phase Three-Leg Transformers
2011GM0934	A New Method for Analysing Transformer Condition Using Frequency Response Analysis
2011GM0937	A Novel Algorithm to detect Internal Transformer Faults
2011GM0946	A New Techno-Economic Replacement Technique for Transformers
2011GM1021	Field application of a synchronous controller based on the measurement of residual fluxes for the energization of a step-up transformer
2011GM1023	Influence of System Transients on the Residual Flux of an Unloaded Transformer
2011GM1035	Using the vibration frequency response analysis method to detect the winding deformation of power transformer
2011GM1415	A Variable Frequency Constant Current Power Supply for Vibration Analysis Method to Detect the Winding Deformation of Power Transformer

List of six papers presented in Poster Session

2011GM0360	Predictive Learning and Information Fusion for Condition Assessment of Power Transformer
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2011GM0950	A Novel Calculation Method of Distributed Parameters in Transformer Winding
2011GM0951	Dissolved Gas Analysis (DGA) of Power Transformer: A Bibliographical Survey
2011GM0979	<u>Understanding Moisture Diffusion Process in Oil-Impregnated Pressboard Insulation of Transformer</u>
2011GM1360	A Generalized Leakage Inductance-Based Method for Discrimination of Internal Faults from Inrush Currents
2011GM1018	<u>Artificial Intelligence Techniques Application to Dissolved Gas Analysis of Power Transformer</u>

The paper(s) highlighted denotes no-shows.

3.4.3 Upcoming Conference Paper Submitted for Review

2012 IEEE/PES T&D Conference And Exposition **(Orlando, FL, May 7, 2012)**

A total of 18 papers have been submitted. These papers will be going through the review process.

List of the submitted Papers

2012TD0036	<u>Internal Arcing Fault Detection in Distribution Transformers</u>
2012TD0052	<u>Low-Cost Amorphous-Metal Rolled-up-Core Distribution Transformer</u>
2012TD0087	<u>Corrosion Protection of Transformer Oil Air Coolers</u>
2012TD0130	<u>Transformer Insulation Dry Out as a Result of Retrofilling with Natural Ester Fluid</u>
2012TD0144	<u>Thermal Evaluation of Insulation Systems for Resin-Cast Dry-type Transformers</u>
2012TD0149	<u>Analysis of Influence of Casting Material To Dry-Type Transformers Performance</u>
2012TD0152	<u>The Temperature -Rise Computation of Underground</u>
2012TD0153	<u>Transformer Neutral Point Current Transformer Test Equipment Research and Application</u>
2012TD0154	<u>Cost Effective Online Gas monitoring solutions for Load tap changer condition monitoring</u>
2012TD0261	<u>Gas insulated transformer application for an environmentally-friendly power station upgrade</u>
2012TD0311	<u>Statistical Insights into Furan Interpretation Using a Large Dielectric Fluid Testing Database</u>
2012TD0383	<u>Construction of a High Voltage Test Facility</u>
2012TD0404	<u>Application of On-line Monitoring Systems in the view of Maintenance Engineering of Eletrobras Furnas</u>
2012TD0454	<u>Power Grid Stability Protection against GIC Using a Capacitive Grounding Circuit</u>

2012TD0463	<u>Effects of GIC on Power Transformers and Power Systems</u>
2012TD0561	<u>Evaluation of Distribution Network Transformer Dissolved Gas Analysis (DGA) Data</u>
2012TD0590	<u>FEM Analysis of the Transformer Insulation XY Model</u>
2012TD0637	<u>Life Management of Power Transformer in Distribution Substations</u>

3.4.4 Conference Paper Review Criteria

In the PESGM 2011 Technical Council meeting in Detroit, we expressed concerns on the quality of the papers being submitted. Many other technical committees also expressed similar concerns. Currently the acceptance criteria do not address some of the concerns such as repeat of information already published previously with a mere change to present the information in a different structure or format. In some cases the papers are submitted by authors from non-English speaking countries and there are significant challenges with grammar and editorial edits. An extract of the existing highlights are listed below in blue text.

Acceptance or Rejection

Proceedings papers are published as part of the Conference Proceedings of the PES General Meeting where the paper is presented. In addition to meeting the criteria outlined above, a Proceedings paper will only be accepted for the meeting if it:

- is submitted in keeping with the published schedules
- is submitted in the required formats with the required paperwork
- addresses the topic in an appropriate manner
- is of a technical rather than commercial nature
- is more than simply a restatement of well-known technology
- is judged to exceed a qualitative criterion of being elementary or trivial in its presentation
- does not exceed the eight-page limit.

The TCPCs have agreed to review and revise the guideline to develop a new draft to address the concerns shared. I will be representing the Transformers Committee in developing this new guideline so I welcome suggestions on how to best handle some of the issues we have encountered in the past.

3.4.5 Existing Review Guideline for Transaction Papers

Text from the existing established guideline is included below for reference. The same information can be found on the PES website at:

<http://www.ieee-pes.org/part-8-reviewer-and-editor-guidelines>

3.5 Secretary's Report – Don Platts

3.5.1 3.10.1 Membership Review

Voting Committee Members – Nine new committee members were approved and added at the Boston, MA meeting as shown in the table below:

Name	Affiliation	Sponsor #1	Sponsor #2	Sponsor #3	Membership Category
Robert Ballard	ABB	Tim Holdway C57.12.01 (2 ½ yrs)	Sheldon Kennedy C57.12.52 (2 ½ yrs)	Chuck Johnson Dry Type SC (2 ½ yrs)	Producer
Edwin F Brush Jr	BBF& Associates	Phil Hopkinson (3 yrs)	DR Foster C57.12.91 (4 yrs)	Jeewan Puri Aud Sound & Vib SC (2 yrs)	General interest
Xose Lopez-Fernandez	Universidade de Vigo	Steve Snyder PCS Rev C57.12.00 (3 yrs)	Rick Marek Hi Temp Trnsf (2 yrs)	Jeewan Puri Audible Sound SC (2 yrs)	General Interest
Timothy Holdway	Intermountain electronics	Rick Marek C57.96 (1 yr)	DR Foster C57.12.91 (2 yrs)	Chuck Johnson Dry Type SC (2 yrs)	Producer
Gary King	Howard Industries	Guiseppe Termini C57.12.24 (5 yrs)	Lee Matthews C57.12.35 Bar Code (New WG)	Steve Shull Distribution Trn SC (2 yrs)	Producer
Justin Pezzin	IFD Corporation	Alan Traut Ovhd Trnsf C57.12.20 (2 ½ yrs)	Dan Mulkey Enclosure Integrity (2 ½ yrs)	Steve Shull Distribution Trn SC (2 yrs)	Producer
Klaus Pointner	Trench Austria GMBH	Richard Dudley WG Dry Type Reactors (2 yrs)	Steve Schappell PC57.32 (1/2 yrs)	Richard Dudley HVDC SC Xfmr & Reactors (2 yrs)	Producer
Dinesh P Sankarakurup	Niagara Transformer	?? C57.12.24 (3 yrs)	Sheldon Kennedy C57.18.10 (5 yrs)	Loren Wagenaar Dielectric Test SC (1-1/2 yrs)	Producer
Sanjib Som	Virginia Transformer	Tom Jauch PC57.153 (2 ½ yrs)	Bertrand Poulin Rev Low Freq Tests (2 yrs)	Bruce Forsyth Insulation Life SC (2 yrs)	Producer

Two membership applications (Brender and Locarno) were returned as the applicants were not listed as members of the working groups that signed to sponsor them. These applicants were encouraged to speak to the working group chairs to ensure they were documented members, and then to resubmit the applications.

The Transformers Committee currently has three general categories of participation in our activities. These are: **Interested Individual**, **Active Participant**, and **Committee Member**. Any one can join our AMS 123 system as the system is designed for self-registration. A new participant will automatically be assigned the role of Interested Individual when they first sign up. Based on the level of participation, the committee administrative staff will upgrade the participation status to "Active Participant" when appropriate. The Committee Member status however, can only be attained through a formal application with the sponsorship of minimum of three WG or SC chairmanships. Detail of the application requirements and approval process by the Administrative Subcommittee is outlined in our O&P manual.

The following table contains a recent count of the participants grouped by the three general categories.

Membership Status	Oct-11	Apr-11	Oct-10
Interested Individual	1061	997	843

will be collected for review and approval in batches at each Administrative Subcommittee meeting. For an application to be reviewed at the next meeting, the application will need to be received by the Committee Secretary a minimum of one week prior to the start of the that meeting.

3.5.3 Committee, Subcommittees, and Working Group Rosters

In order to provide indemnification to working group and subcommittee members it is crucial that membership lists be maintained. Our AM system has these functions built-in to ease these administration tasks. It is important that each subcommittee and working group chair keep the rosters updated so that this information can be provided to the IEEE SA.

A similar main committee roster has also been developed to track attendance for the Main Committee meeting on Thursdays. The data will be used to update participant's membership profile.

3.5.4 Meeting Minutes

The minutes of the San Diego, CA Spring, 2012 Transformers Committee meeting were posted to the committee website on September 16, 2011.

Subcommittee Chairs are requested to submit their SC Minutes from the Boston, MA meeting by December 15, 2011.

The minutes should be submitted via e-mail to the Committee Secretary at [donplatts@ieee.org], with a copy to Susan McNelly [sjmcnelly@ieee.org] for posting on the Committee website.

The submittal file should be saved as a Word document and should be formatted similar to this report, and as shown in the recent assembled Minutes. *The numbering for your report should match the numbering as indicated in the Main Committee Meeting Agenda.* Please indicate total attendance count for each Subcommittee, Working Group, and Task Force meeting in your Minutes. Please do not send a copy of the attendance listing for this attendance count.

Your full corporation and support in this matter is greatly appreciated.

Donald W. Platts

Secretary, IEEE PES Transformers Committee

3.6 Treasurer Report – Greg Anderson

Greg Anderson passed around a recent account ledger showing the various funds deposited and expenses for the committee business, and a balance sheet. He stated that overall the committee funds are in good shape. **Have sufficient balance to support on-going meetings planning and reservations**

IEEE/PES TRANSFORMERS COMMITTEE Treasurer's Report - Fall 2011

(for reporting period 03/01/2011 to 09/27/2011)

AAAAA Balance before Fall 2009 Meeting, as of 10/13/2009

\$45,423.49

AAAA	Balance before Spring 2010 Meeting, as of 02/25/2010	\$56,868.06
AAA	Balance before Fall 2010 Meeting, as of 10/01/2010	\$57,971.42
AA	Balance before Spring 2011 Meeting, as of 02/28/2011	\$62,807.57
	<u>Misc Income, not meeting related</u>	
	-- interest, approx 6 months	\$117.38
	-- misc income (polo shirt sales, CD-ROM sales, etc.)	\$0.00
B	Total Misc Income, not meeting related	\$117.38
	<u>Misc Expenses, not meeting related</u>	
	-- 123Signup subscription fee, for one quarter	\$879.00
	-- awards	\$363.79
	-- equipment purchases	\$5,060.00
	-- technology (mobile app, etc)	\$2,045.00
	-- other misc expenses (polo shirt sales, CD-ROM sales, etc.)	\$779.67
C	Total Misc Expenses, not meeting related	\$9,127.46
	<u>Fall 2010 Meeting</u>	
	-- late income, meeting registrations (rolling reserve paybacks)	\$0.00
	-- misc late income (incentives, late sponsor contributions, etc.)	\$6,102.04
	-- late meeting expenses	\$0.00
D	Total Late Income/(expenses), Fall 2011 Meeting	\$6,102.04
	-- reported prelim. gain/(loss), as of 02/28/2011, from previous Treasurer's Report	(\$11,299.29)
	<u>Actual</u> Gain/(Loss), Fall 2010 Meeting	(\$5,197.25)
	<u>Spring 2011 Meeting</u>	
	-- income, meeting registration	\$168,980.90
	-- income (coffee break sponsors)	\$3,000.00
	-- meeting expenses	\$166,798.63
E	Subtotal Income, Spring 2011 Meeting, between 03/01/2011 and 09/27/2011	\$5,182.27
	-- meeting expenses, before 03/01/2011, from previous Treasurer's Report	\$0.00
	<u>Preliminary</u> Total Gain/(Loss), Spring 2011 Meeting	\$5,182.27
	<u>Expenses, Future Meetings (deposits, etc)</u>	
	-- meeting expenses, Fall 2011 Meeting	\$5,058.83
	-- meeting expenses, other future meetings	\$0.00
F	Total Expenses, future meetings, paid between 03/01/2011 and 09/27/2011	\$5,058.83
G	Net Income, between Spring 2011 and Fall 2011 meetings (B - C + D + E - F)	(\$2,784.60)
A	Balance before Fall 2011 Meeting, as of 09/27/2011 (AA + G)	\$60,022.97

3.7 Awards Report Tom Prevost

Transformers Committee Certificates of Appreciation have been obtained, with approval of the PES Awards & Recognition Chair, for the following Award recipients:

Service Awards:

Charles Sweetser Host - Spring 2011 Meeting, San Diego,
California Jeewan Puri Chair – Audible Sound & Vibration
Subcommittee Alan Darwin Chair C57.136

IEEE SA Award - C57.135 revision

Jin Sim Chair
Sanjay Patel Vice-Chair
Joe Watson Special Editor
Tom Lundquist Key Contributor

PES Technical Committee Distinguished Service Award - We are pleased to present the award for 2011 to **Mathew Ceglia**. This is a unique situation for a couple of reasons. First, Matthew works for IEEE SA and served for many years as our staff liaison. Second, this is a joint award that we are sharing with the IEEE PES Switchgear committee. This award recognizes Matthew for his never-ending willingness to do whatever it took to answer a question, complete a form or give advice on standards activities. It will be presented at the December SA Awards meeting.

Award plaques recognizing the remaining members of Transformers Committee will be mailed out before Boston Fall -11 meeting.

3.8 Meeting Arrangements, Host Report– Greg Anderson

3.8.1 Host Report - F'11 –Boston Attendance Stats

The meeting host is Chuck Sweetzer and Omicron, The hotel will be the Renaissance Waterfront, Room Rate \$159. Public transportation is available at the front of the hotel. The Sunday morning Duck tours had to be cancelled due to the weather. There will be a Halloween theme tour on Monday night. The Wednesday night Social is a Harbor Cruise.

The meeting host Chuck Sweetzer welcomed the Transformers Committee to Boston, and gave a brief overview on the highlights of the activities planned for the week and also gave a status update on the meeting registration attendees:

Registered Attendees	605
Committee Members	136
Active Participants	132
Interested Individuals	220
Registered Companion & Guests	117
Main Events	

Sunday Reception	475
Monday Standards Luncheon	174
Tuesday Speaker Luncheon	214
Wednesday Dinner Social	329
Duck Tour	Cancelled
Monday Fright-seeing	85
Tuesday Doble Tech Tour	148
Companions tours	78 Mon, 79 Tues

3.8.2 Future meeting time slots and locations

2012 Spring: March 11-15; Nashville, Tennessee; hosted by Baron USA

2012 Fall: October 14-18 or 21-25; Milwaukee, Wisconsin; hosted by Waukesha Electric

2013 Spring: March 17-21; Munich, Germany; hosted by Maschinenfabrik Reinhausen

2013 Fall: October 20-24 or 27-31; St. Louis, Missouri; hosted by H-J Enterprises

2014 Spring: March 23-27; Savannah, Georgia; hosted by EFACEC

3.9 Standards Report – B. Bartley

Bill Bartley discussed the highlights of the draft report of standards activities since the October, 2010 Meeting (San Diego, ON).

Erin Spiewak is our new program manager for Transformers Committee activities. Contact info: e.spiweak@ieee.org 732-465-7806.

Major changes in IEEE Ballot Procedure have been approved by Standards Board of Governors for implementation Jan 2012.

Reaffirmation and Stabilization options will be eliminated. Starting in 2012 every standard will have a 10 year life, not 5. All of them must be revised at least every 10 years.

A key concern is the IEEE risk that develops when comments are not addressed in a reaffirmation ballot. Or the ballot resolution group simply dismisses comments on technical flaws by stating “reaffirmation doesn’t allow changes”.

Subcommittee Chairs were asked to review Standards Database to ensure that the information provided is correct.

Presently have approximately 101 documents, and 51 active PARS.

Further details of the standards activities are listed in the Standards Report and it is included in the minutes of the Committee meeting, Appendix C - Transformer Standards Development Status and Transformer Committee Organizational Chart.

1 new standard has been approved.

3 document revisions have been approved.

The Standards Board submission dates:

DEADLINES for upcoming NESCOM and REVCOM Submissions:

March Meeting	February 17, 2012
June Meeting	April 27, 2012
September Meeting	July 30, 2012
December Meeting	October 15, 2012

3.10 Break

3.11 New Business

3.11.1 – IEEE-SA report J. Haasz/E. Spiewak

Erin will review the changes to the standards procedures during the Monday Standards Luncheon.

Jodi Update on the international standards

C57.15 has been adopted by IEC- being published.

C57.135 approved and adopted by IEC - We will look to separate C57.135 into standard and a guide.

IEEE Wind power transformer project reviewed IEC 60076-16 draft, now being published. New PAR request C57.16 Discuss joint project

65700-19-03 (DC bushings) through the IEEE sponsor ballot. Through IEC committee draft first step.

IEEE has created a new award for joint work – goes to the IEEE working group chair.

Tom Prevost has received a Distinguished Service Award for work on the Standards Board

11.2 – Transformer Committee - O&P & P&P

TF on P&P Drafts are in progress. Must be completed in 2014

New WG, everyone at the first meeting will be a member, but does not include persons registered to ballot in My Project.

WG must vote to submit draft to sponsor for ballot. P. Balma

11.3 – Standards on CD are available for sale at this meeting due to the 7 month long efforts of Peter Balma. P. Balma

11.4 – Historical Archives No update P. Balma

11.5 – What is a Task Force It must be started by WG, and documented in minutes, and it must have a specific mission. WG members vote on the results of a TF

Not yet in P&P, but a Study group can be used to examine proposal to determine need, etc. Life is 6 mos. max. Can draft a PAR, but not parts of a document.

Peter will get clarification of the extent of work, presentations, documenting of discussions, etc. that is permitted by this type of group. P. Balma

11.6 – Subcommittee Webpage Updates

It is the responsibility of the subcommittee chair to keep their content up to date, by submitting correct information to Sue. E. Smith/S. McNelly

11.7 – Higher Quality Documents to Ballot Editorial content of many documents needs improvement before it is sent for sponsor ballot. S. Antosz

11.8 – Thursday's Main Committee Meeting Format Previously covered in Chair's remarks. D. Platts

11.9 – Non Transformer Committee Activity Schedule Previously covered in Chair's remarks. D. Platts

11.10 – New TF on Moisture in Insulating Systems D. Platts/B. Bartley
This will be addressed by the officers, and a proposal will be offered to the Standards Subcommittee meeting.

11.11 – Website Copyright of material questions- When we have tables from standards and from old technical papers, can we post them? Most items will need to have copyright permission before it is posted.
To be reviewed Peter Balma will follow-up on this. We will probably need to set up password protection, as has been done for some working groups.
L. Wagenaar

11.12 – Meeting Slots, do we need more? Previously covered in Chair's remarks.

There was no additional new business

3.12 Subcommittee Reports

12.1 – Dielectric Test No Report L. Wagenaar

12.2 – Distribution Transformers TF to WG enclosure integrity pressure standards S. Shull

12.3 – Dry Type Transformers No Report C. Johnson

12.4 – HVDC Richard Dudley has resigned as the Chair, and is looking at Succession planning R. Dudley

11.5 – Instrument Transformers Standards report update C57.13.5 expires in 2014, not 2012 R. McTaggart

12.6 – Insulating Fluids TF has recommended combining 4 documents C57.106, C57.111, C57.121, and C57.147 S. McNelly

12.7 – Insulation Life 8 activities C57.91 Loading guide revisions is complete. For insulation systems other than oil/paper - How do we address others, is there a need for others? B. Forsyth

12.8 – Performance Characteristics No Report S. Antosz

12.9 – Power Transformers DPV transformer paper is done. The TF wants to establish a WG for standard or guide. J. Watson

12.10 – UTNP No Report C. Niemann

12.11 – Bushings No Report P. Zhao

13. Old Business Jin Sim The topic of elimination of the distinction between Class I and II power transformer has not been resolved. The former need has been addressed by the publication of C57.12.36. The Subcommittee chairs have been asked to look for the impacts of eliminating this distinction. Lightning impulse and induced test requirements are the primary issues that are affected. This has been voted on by the Dielectric test Subcommittee several times. To be reviewed at Standards SC meeting as the definitions are in C57.12.00.

13.1. If Discussion of Essential Patent Claims comes up this week-- Refer to Platts for resolution.

14. Adjourn 5:17 PM