*PC57.12.10 - WG for the Revision of*

*IEEE Standard Requirements for Liquid-Immersed Power Transformers*

April 13, 2015

Regency West, 9:30 to 10:45 AM

San Antonio, TX

***Unapproved Meeting Minutes***

WG Chair Gary Hoffman called the meeting to order at 9:30 a.m., Monday, April 13, 2015, with WG Vice-Chair Brian Penny and WG Secretary Scott Digby also present. It was noted that this was the first meeting of this WG, and as such all those in attendance were considered guests until the WG membership is established during this meeting.

Introductions were made. The Chair reviewed the WG membership requirements. All attendees requesting membership in this new WG at this meeting will be automatically granted membership. After this meeting, individuals will be required to be present at two (2) consecutive WG meetings in order to be eligible for membership. There were 65 attendees present and of these 35 requested and were granted membership. Including the WG officers this brings the WG membership to a total of 38.

While the rosters were in circulation the Chair gave a general presentation on the Standard Development Process in order to review the path the WG will be taking towards the completion of their work towards revision of this standard document. This presentation is being made available on the WG web page. Special note was made that official WG correspondence is not to include a confidentiality statement or include a clause asserting copyright protection, as is often automatically included in many companies’ standard email transmittal.

The agenda was reviewed and a motion to approve was made by Craig Colopy and seconded by Don Platts, which was approved by unanimous consent.

The Chair advised that the current version of this standard, C57.12.10-2010, and all Corrigenda have been posted onto the WG web page, where they are password protected under a Username and Password specific to this WG. This username and password were shared with those in attendance. As part of the work of this WG, the Corrigenda material will need to be rolled into the main document.

The Chair noted that the scope stated in the PAR remains unchanged from what is currently in the published document.

The next order of business was to review the action plan for the working group, which will consist of the formation of three (3) sub-groups (Task forces) to address each of the three (3) major clauses of the document: Clause 4 (Ratings), Clause 5 (Construction), and Clause 6 (LTC Equipment). The scope of each of these Task Forces will be to review and recommend revisions to the given sections. It was noted that this would likely include review relative to other related documents, such as C57.12.00, in order to confirm consistency with those partner documents. The Chair then solicited volunteers for the three task forces, resulting in the following:

Clause 4 TF (Ratings): Brian Penny (TF Chair), John K. John, Rogerio Verdolin, and Richard VonGemmingen

Clause 5 TF (Construction): Joe Watson (TF Chair), Chris Baumgartner, Eduardo Garcia, David Geibel, Marion Jaroszewski, Kumar Mani, Anthony Natale, Don Platts, Richard VonGemmingen, and Peter Zhao

Clause 6 TF (LTC Equipment): Mark Tostrud (TF Chair), Myron Bell, Alex Boll, David Geibel, Robert Mayer, Emilio Morales-Cruz, Paul Mushill, and Amitabh Sarkar

The Chair plans to schedule an initial meeting of the Task Force Chairs to discuss the project further, then the individual TF Chairs will schedule meetings, teleconferences, etc. to conduct the work associated with their assigned scope. The Chair stressed the need for the Task Forces not to exceed the scope of the PAR.

Peter Zhao commented that Clause 5 of the document includes many requirements that greatly affect maintenance costs to users, including accessories that can have great impact on the useful life of the transformer, and recommended a survey to gather what experiences users are having that might help drive potential improvement or changes within this clause.

Joe Watson noted that telemetry type requirements are missing from the standard, citing LTC position as an example. The Chair stressed the need to preserve the scope that the standard included the minimal requirements only. Peter Zhao commented, and the Chair agreed, that if it becomes necessary to change the PAR, specifically the scope, as a result of the review of the clauses then it was possible but would need to be brought forward as a motion to the WG.

The next agenda item was to discuss Annex A of the current published document with the focus being whether it was still necessary now that C57.153 (IEEE Guide for Paralleling Regulating Transformers) was published. After some discussion, a motion was made by Craig Colopy and seconded by Don Platts to remove Annex A from PC57.12.10 in its entirety. During discussion of the motion it was noted by Joe Watson that there needs to be a review to confirm the content of Annex A is now completely covered elsewhere. Also during discussion of the motion it was noted by Don Platts that section 6.1 of the document that now refers to Annex A should now refer to C57.153. This discussion prompted an amendment to the original motion, so the final motion read:

Amended motion by Craig Colopy and seconded by Don Platts: Remove Annex A from PC57.12.10 in its entirety if after examined it is confirmed that its content is included in C57.153. This motioned passed.

The Clause 6 Task Force Chair, Mark Tostrud, agreed that his TF would perform the review required by this motion.

The Chair stated that the WG members and guests will be enrolled in Listserv, which is planned to be used as a communication tool by this WG, as well as Join.me as a web meeting tool planned to be utilized by this WG.

Under new business, Don Platts posed a question regarding the Corrigendas to the published document, wondering whether they were published in the form they appeared, which included crossed out text. The Chair noted that this was a required format of such Corrigendas and noted that they will be reviewed as part of this revision process.

The motion to adjourn was made by Richard VonGemmingen and seconded by Don Platts. The motion passed and the meeting was adjourned at 10:45 a.m.

Respectfully Submitted

Scott Digby, WG Secretary