# IEEE/PES TRANSFORMERS COMMITTEE

**WG FUNCTIONAL LIFE TESTS ON SWITCH CONTACTS PC57.157**

MINUTES

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| **Document #:** | **PC57.157** | **Current Standard Date:** | **NA** |

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| **Document Title:** | **WG Functional Life Tests on Switch Contacts PC57.157** |

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| **Chair:** | Phil Hopkinson | **Vice-Chair** | Adam Sewell |
| **Secretary** | NA |  |  |

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| **PAR Date:** | **12/07/2011** | | **PAR Expiration Date:** | | **12/31/2015** | |
| **PAR Status:** | **NA** | | | | | |
| **Current Draft Being Worked On:** | | **6.1** | | **Dated:** | | **Oct 2014** |

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| **Meeting Date:** | **April 14, 2015** | **Time:** | **8:00-9:15 AM** |

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| **Attendance:** | **Members** | **10(out of 23)** |
| **Guests** | **25** |
| **Guests requesting Membership** | **2** |
| **Total** | **35** |

The Working Group was called to order at 8:05 AM on April 14, 2015.

1. Introductions
   * The chairman welcomed attendees and all attendees announced their name and company affiliations. Attendance sheets were passed out. A count of members was made at this time, and it was determined by the chairman that a quorum was present.
2. The agenda for this meeting were approved
   * D.Sauer – motion, J.Sewell – second
   * none opposed, APPROVE
3. The minutes were approved from the Fall 2014 meeting in Washington, D.C.
   * D.Sauer – motion, A.Kraemer – second
   * none opposed, APPROVE
4. Assignments
   * Approve ballot pool if balanced or send more invites to ballot (see p. 2 of minutes)
     1. Ballot pool had no group at 33% or higher so it was determined to be balanced
   * Form a MEC/Safety resolution TF
     1. P.Hopkinson, A.Sewell, J.Sewell, & J.Antwiler volunteered to be a part of TF
   * Form a ballot resolution TF (BRG)
     1. P.Hopkinson, A.Sewell, J.Sewell, J.Antwiler, & A.Kraemer volunteered to be a part of TF
5. Future Work
   * Corresponding Member title eliminated (A. Sewell to update)
     1. change to Member if 2 out of last 3 meetings attended
     2. change to Guest if less than 2 out of last 3 meetings attended
   * Resolve MEC/Safety comments – May 2015 (MEC/Safety TF)
   * Submit guide for final ballot – May 2015 (Chair/Vice Chair)
   * Resolve ballot comments – August 2015 (BRG)
   * Prepare PAR extension request – A. Sewell
     1. our PAR expires 12/2015 and balloting process may not be completed before then
   * Send out ballot process updates to WG – A. Sewell
6. Adjournment
   * The meeting was adjourned at 8:25AM
7. Time and place of next meeting

* Next in person meeting will be at the Fall IEEE Transformer Committee meeting in Memphis, TN during the week of November 1, 2015.

