

## 9 ADMINISTRATIVE SUBCOMMITTEE – BRUCE FORSYTH

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The Administrative Subcommittee met virtually on April 20, 2021. The following are the unapproved minutes of that meeting.

### 9.1 INTRODUCTION OF MEMBERS AND GUESTS

The Chair called the meeting to order and attendees were recognized by their identification in the Webex attendee list. Introductions were made of guests.

Members and Guests Present:

Chair .....	Bruce Forsyth
Vice-Chair .....	Ed teNyenhuis
Secretary .....	David Wallach
Treasurer .....	Paul Boman
Standards Coordinator.....	Steve Shull
Awards/Past Chair .....	Sue McNelly
Bushings .....	Eric Weatherbee
Dielectric Tests .....	Ajith Varghese
Distribution Transformers .....	Ed Smith
Dry Type Transformers .....	Casey Ballard
Instrument Transformers.....	Thomas Sizemore
Insulation Life .....	Sam Sharpless
Performance Characteristics .....	Rogério Verdolin
Power Transformers .....	Bill Griesacker
Standards .....	Dan Sauer
Underground Transformers & Network Protectors .....	George Payerle
Meetings .....	Tammy Behrens
Guests: Malia Zaman, Troy Tanaka, Peter Balma, Jonathan Stewart	

Affiliation Changes: Ed teNyenhuis had a company name change to Hitachi ABB Power Grids. Sam Sharpless (Rimkus) and Dan Sauer (Eaton) are first time ADCOM attendees.

### 9.2 APPROVAL OF PREVIOUS MEETING MINUTES

The Chair requested if there were comments on the draft Fall 2021 Administrative Subcommittee meeting minutes. Without comments received, the Fall 2021 Administrative Subcommittee minutes were approved by unanimous consent.

### 9.3 ADDITIONS TO AND/OR APPROVAL OF THE AGENDA

The preliminary agenda was previously distributed in advance of the meeting. The Chair proposed a new item would be added to the agenda under new business to consider one request for committee Emeritus Member status. There were no objections to approval of the revised agenda, therefore the below agenda was approved.

#### Approved Agenda:

1. **Administrative Topics**..... 2:00
  - 1.1. Introductions and Attendance (:09) .....Bruce Forsyth
  - 1.2. Affiliation Change Updates (:02).....All
  - 1.3. Review and Approval of the Agenda (:02) .....Bruce Forsyth
  - 1.4. Approval of Fall 2020 Minutes (:02) .....Bruce Forsyth
2. **Officer Reports**..... 2:15
  - 2.1. Chair's Report (:10) .....Bruce Forsyth
  - 2.2. Vice Chair's Report (:05) .....Ed teNyenhuis
  - 2.3. Secretary's Report & New Committee Membership Approval (:15) .....David Wallach
  - 2.4. Treasurer's Report (:05).....Paul Boman
  - 2.5. Recognition & Awards Report (:05) .....Sue McNelly
  - 2.6. Standards Coordinator's Report (:15).....Steve Shull
    - 2.6.1. Standards Report
    - 2.6.2. Entity Proposal Report
3. **IEEE Report**..... 3:10
  - 3.1. IEEE Staff Update (:10).....Malia Zaman
4. **Meeting Planning Report** ..... 3:20
  - 4.1. Meeting Planning Report (:05) .....Tammy Behrens
  - 4.2. S21 Meeting Format Discussion (:05) .....Tammy Behrens
5. **Subcommittee Reports** *(please limit your report to less than 4 minutes)* ..... 3:30
  - 5.1. Bushings.....Eric Weatherbee
  - 5.2. Dielectric Test .....Ajith Varghese
  - 5.3. Distribution Transformers .....Ed Smith
  - 5.4. Dry Type Transformers .....Casey Ballard

5.5.	HVDC .....	Ulf Radbrandt	
5.6.	Instrument Transformers.....	Thomas Sizemore	
5.7.	Insulating Fluids .....	Scott Reed	
5.8.	Insulation Life.....	Sam Sharpless	
5.9.	Performance Characteristics.....	Rogério Verdolin	
5.10.	Power Transformers .....	Bill Griesacker	
5.11.	Standards .....	Dan Sauer	
5.12.	Subsurface Transformers & Network Protectors .....	George Payerle	
6.	<b>Unfinished Business (:05)</b> .....		4:20
7.	<b>New Business (:30)</b> .....		4:25
7.1.	CD Collection Plan (:05) .....	Peter Balma	
7.2.	Emeritus Status Request ( <i>added to agenda</i> ) .....	Bruce Forsyth	
7.3.	NEMA Standards Development Presentation (:20) .....	Jonathan Stewart	
8.	<b>Wrap Up &amp; Adjournment</b> .....		4:55
8.1.	Wrap Up & Adjournment (:05) .....	Bruce Forsyth	

#### **9.4 CHAIR’S REPORT – BRUCE FORSYTH**

Refer to Section 4.0 of the Main Minutes for a complete “Chair’s Report.”

#### **9.5 VICE CHAIR’S REPORT – ED TENYENHUIS**

Refer to Section 5.0 of the Main Minutes for a complete “Vice Chair’s Report.”

#### **9.6 SECRETARY’S REPORT – DAVID WALLACH**

Refer to Section 6.0 of the Main Minutes for a complete “Secretary’s Report.”

David Wallach made a motion to approve two new member applications:

- Kevin Biggie, Weidmann Electrical Technology, Producer
- Ken Hampton, BGE, and Exelon Company, User

Ed teNyenhuis seconded the motion. The two new member applications were approved unanimously without opposition.

## **9.7 TREASURER'S REPORT – PAUL BOMAN**

Refer to Section 7.0 of the Main Minutes for a complete "Treasurer's Report."

## **9.8 RECOGNITION & AWARDS REPORT – SUSAN McNELLY**

Refer to Section 8.0 of the Main Minutes for a complete "Recognition & Award's Report."

## **9.9 STANDARDS REPORT AND NEW PAR REQUESTS – STEVE SHULL**

Refer to Section 10.0 of the Main Minutes for a complete "Standards Report." Malia has a report available to list standards approved in a period will be helpful for the Awards and Standards Chairs. Malia will begin providing this report. Entity PAR activity has reduced. One Entity PAR arrived from the EPMC, "Guide for the detection, monitoring, and evaluation of winding deformation in oil-immersed power transformers" and was discussed. After discussion, the PCS SC was requested to look at this Entity PAR and will review with Steve Shull.

## **9.10 IEEE STAFF UPDATE – MALIA ZAMAN**

Refer to **Appendix 7** of the Main Minutes for the full PowerPoint presentation.

Direct Vote Live tool being made available for online voting, surveys, etc. Bruce plans to try it out for the survey about the next meeting venue/format.

There was some discussion of the process for sharing drafts on slides 5-9 from Malia's report (Appendix 7). Currently, attendees with the main committee password can access all Working Group and Task Force documents. The process in the slides discusses a more formal sharing arrangement with requests, voting to share or not, formal transmittal with carbon copy to IEEE staff. This would imply documents on the Committee website would require WG and TF specific passwords. Malia will reexamine this setup with IEEE Staff and report back.

## **9.11 MEETING PLANNING REPORT – TAMMY BEHRENS**

Meeting Planning Report: The conditions in Milwaukee are being monitored to determine if we can meet in-person this fall. Milwaukee is under capacity restrictions today and the hotel could not handle our full attendance. Tammy believes today it is 50-50 whether we can meet in person. The city has more restrictions than the suburbs.

The following meetings will be Denver, Charlotte, and Kansas City. We have a gap in 2023 that could be used for virtual if we decide to mix in-person and virtual meeting experiences.

We have 534 registered attendees for this upcoming Spring 2021 as of today (April 20, 2021).

S21 Meeting Format Discussion – we will have more meeting rooms available to us. Back-to-back meetings will be less of an issue this time. We still have 10 minutes between meetings, and we will have to end on time. The RFID email list in the meeting schedule has become stale. SC Chairs should remind WG chairs to review those email addresses along with the schedule.

## 9.12 SUBCOMMITTEE REPORTS/HOT TOPICS

Brief reports were received from all the subcommittee chairs.

### 9.12.1 Bushings Subcommittee | Eric Weatherbee

The chair for DC bushings WG must step down. This is a dual logo standard. The chair for IEC believes the work should be postponed. The WG is small. The secretary doesn't feel comfortable with the chair role. The chair had the lead and expertise with technical issues. Atruo Del Rio will run the S21 meeting.

### 9.12.2 Dielectric Test Subcommittee | Ajith Varghese

No new items. Insulation power factor and Insulation resistance is finishing up their report. C57.200 is progressing well (Entity work). Ajith is in his fifth year as DiTest chair and Bruce and Ajith will discuss replacement candidates.

### 9.12.3 Distribution Transformers Subcommittee | Ed Smith

Reported no issues or concerns for this meeting.

### 9.12.4 Dry Type Transformers Subcommittee| Casey Ballard

Two primary documents C57.12.91 and C57.12.01 are complete and will plan a new PAR for continuous revision process. C57.124 is late and is linked with C57.113. Other documents are early in their PAR cycle.

### 9.12.5 HVDC Converter Transformers & Reactors Subcommittee | Bruce Forsyth for Ulf Radbrandt

The Subcommittee chair was not in attendance with an update. Bruce Forsyth reviewed the communication from the Subcommittee Chair. The name of this Subcommittee is now HVDC CONVERTER TRANSFORMERS AND SMOOTHING REACTORS SUBCOMMITTEE. The name does not include converter reactors (used for VSC, Voltage Source Converters) and the scope of the SC does not either. The recently published IEEE 1277 (IEEE Standard General Requirements and Test Code for Dry-Type and Oil-Immersed Smoothing Reactors and for Dry-Type Converter Reactors for DC Power Transmission) does now include converter reactors so we feel that we should update the name and the scope to cover those reactors.

The Subcommittee also agreed also that the scope of the subcommittee should be updated accordingly and that should be in line with the recently updated IEEE 1277. A proposal to new scope is with changes in red text:

#### SCOPE

- Studying and reviewing engineering aspects of the requirements, design, testing, and installation of HVDC converter transformers, **smoothing reactors, and converter reactors. Only converter reactors for DC transmission located at the converter arms are dealt with;**
- Developing and maintaining related standards, recommended practices, and guides for such product;
- Coordinating with other technical committees, groups, societies, and associations as required.

Bruce Forsyth has researched the topic and a change in a Subcommittee scope would require Adcom review and Transformers Committee approval. If the overall scope of the Transformers Committee is impacted, then the PES Tech Council would also need to approve.

Bruce will send this information to the Adcom for survey. There could be a ripple effect to the committee O&P, etc.

#### **9.12.6 Instrument Transformers Subcommittee | Thomas Sizemore**

C57.13.9 IEEE Standard for Power-Line Carrier Coupling Capacitors and Coupling Capacitor Voltage Transformers – Sections devoted to the instrument transformer aspects have been completed in the draft. Communications aspects of the standard are to be coordinated with the PSCC. An update on these efforts is expected at the meeting next week.

C57.13.2 – Submitted the latest draft to the MEC process and ballot pool invitations have been sent. This is a small standard and it is hoped the work can be completed in a timely manner.

IEC-IEEE 63245-57.13.8 – The second CD has come back, and the over 400 comments responded to through a series of online JWG meetings. The meeting on Tuesday will feature a status update and discussion of how close this working group is to going to ballot.

TF IT accuracy – This TF continues to meet regarding potential changes to the standard burdens and accuracy definitions. A presentation is planned for how VT accuracy can be determined through a combination of measurements and calculations.

#### **9.12.7 Insulating Fluids Subcommittee | Scott Reed**

No report.

#### **9.12.8 Insulation Life Subcommittee | Sam Sharpless**

A couple of standards have been replaced by a different standard number. This comment will be provided to Steve Shull via email. C57.154 and C57.91 have some questions about what material belongs where. A TF will be initiated to setup an amendment to a standard.

#### **9.12.9 Performance Characteristics Subcommittee | Rogerio Verdolin**

The SC meeting will be on Wednesday. There are 3 WG and 3 TF meetings. PAR for C57.136 is approved. Rogerio brought forth a question about FFD and IFFD insulation resistance C57.19.90 clause 10.11 and which SC should cover the topic. After discussion, DiTest will receive information from Rogerio to consider. Another question came up about the sizing of a loaded tertiary and simultaneous loading C57.12.10 clause 4.2.2. Rogerio will add this topic as new business to PCS agenda.

#### **9.12.10 Power Transformers Subcommittee | Bill Griesacker**

PAR extension PC57.143 Monitoring will be requested. C57.125 PAR was requested. A vote was not made by the WG to request PAR extension but will be added to the WG agenda. Five standards near expiration and chairs are being sought for PAR generation.

#### **9.12.11 Standards Subcommittee | Dan Sauer**

Noted the IEC TAG meeting is being held in the same time slot. Standards under this Subcommittee are in good shape.

Not too much to report. More WG and TF leaders can attend this set of meetings.

### **9.13 UNFINISHED BUSINESS**

None

### **9.14 NEW BUSINESS**

- 9.14.1 CD Standards Collection Plan: Peter Balma reported it has been about five years between collections. We are always concerned about getting the latest 12.00 and 12.90 complete to provide in the collection. We hope these two standards will be published in 2021. The last CD collection contained a gateway to access the collection online. This time there will be an electronic gateway access to the standards collections handled electronically. Peter will socialize a list of standards through Adcom to include in the collection. This would be the time to add specific other standards that add value such as IEEE Std 4. Once we know that C57.12.00 and C57.12.90 are about to be published, so we will pause until those are complete. It will likely be F22 meeting for this collection to be available.
- 9.14.2 Kipp Yule was recently moved to Past Committee Member and has requested Emeritus Status. Bruce asked for opposition to approval of Kipp Yule for Emeritus Status and has status change was approved.
- 9.14.3 NEMA Standards Development Presentation by Jonathan Stewart: Jonathan presented a PowerPoint regarding NEMA Transformer Standards as a best first step. Projects include data center LV AC and DC transformers. WG are being formed now. Renewable DC applications are another area of interest. Lastly a dual nameplate kVA rating to address the impact growing loads with undetermined growth. Non-NEMA members may now participate in a new consensus standards body within NEMA. [Jonathan.Stewart@nema.org](mailto:Jonathan.Stewart@nema.org) is the contact with questions. Casey Ballard raised a question about the dual kVA nameplate. IEEE Transformers Committee is already working on this topic and has a presentation next week. NEMA may reexamine the dual kVA rating project. NEMA is missing government, academia, and end users at the table. Jonathan is available to provide more information to SC. There could be some overlap and collaboration will be better than competition.

### **9.15 ADJOURNMENT**

The meeting was adjourned at 5:01 PM.

Submitted by:

David Wallach,  
Secretary, Transformers Committee

April 22, 2021

## April 20, 2021 Adcom Meeting Attendance

Last Name	First Name	Affiliation	Meeting Date 4/20/2021
Ballard	Robert	DuPont	X
Behrens	Tammy	SPX Transformer Solutions, Inc.	X
Boman	Paul	Hartford Steam Boiler	X
Forsyth	Bruce	Bruce Forsyth and Associates LLC	X
Griesacker	Bill	Duquesne Light Co.	X
McNelly	Susan	Xcel Energy	X
Payerle	George	Carte International Inc.	X
Radbrandt	Ulf	Hitachi ABB Power Grids	
Reed	Scott	MVA	
Sauer	Daniel	EATON Corporation	X
Sharpless	Samuel	Rimkus Consulting Group	X
Shull	Stephen	BBC Electrical Services, Inc.	X
Sizemore	Thomas	ABB Inc.	X
Smith	Edward	H-J Family of Companies	X
Tanaka	Troy	Burns & McDonnell	X
teNyenhuis	Ed	Hitachi ABB Power Grids	X
Varghese	Ajith	SPX Transformer Solutions, Inc.	X
Verdolin	Rogério	Verdolin Solutions Inc.	X
Wallach	David	Duke Energy	X
Weatherbee	Eric	PCORE Electric	X
Zaman	Malia	IEEE	X

## 10 STANDARDS REPORT – STEVE SHULL

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The Standard Report was presented at the Monday General Session.