

### **3 Administrative Subcommittee – J Ed Smith**

The meeting took place at the Catamaran Hotel in San Diego, CA, on Sunday April 10, 2011. The meeting was called to order at 2:00 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.

##### **Attendance of Members & Guests**

The following members of the Administrative Subcommittee were present:

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

##### **The following members were absent:**

- |                   |   |
|-------------------|---|
| • Charles Johnson | • |
|-------------------|---|

##### **The following guests were present:**

- |  |                                    |
|--|------------------------------------|
| • Al Rotz (President IEEE PES)-          | • Rona Gertz (IEEE Program Manager |
| • Peter P Balma-                         | SA Governance)-                    |
| • Steve Oates?                           | • Jin Sim-                         |
| • Paulette Payne Powell- (For C Johnson) | • Dan Mulkey-                      |
|  | • Thang Hochang                    |

##### **Comments**

Al Rotz explained that it is important to visit the technical committees and provide some recognition of the work we do

Resources Website Other than standards and guides whitepapers, guides etc. Some will be available for free, other items will be at cost.

He wants to hear from us about what is going well and what is not working.

##### **Introduction of Members and Guests**

#### **3.2 Approval of Toronto Admin SC Meeting Minutes**

Review and approval of the unapproved minutes from the Toronto, TX meeting

The Chair asked for comments from the Toronto Administrative Subcommittee meeting minutes.

Hearing no comments or requests to change the draft minutes, the Chair asked for a motion to approve.

Motion Wagenaar Second Neiman Vote Approved.

### 3.3 Agenda

IEEE/PES Transformers Committee  
Administrative Subcommittee Meeting

#### IEEE/PES Transformers Committee Administrative Subcommittee Meeting

Spring 2011 – San Diego, California, USA

##### AGENDA

Sunday, April 10, 2011 – Call to Order 2:00pm

- |                            |   |   |           |
|----------------------------|---|---|-----------|
| 1                          | Introduction of Members and Guests (:05)                          | E | Smith     |
| 2                          | Approval of the Fall 2010 Minutes –Toronto, Ontario, Canada (:05) |   | E Smith   |
| 3                          | Chair's Remarks and Report (:15)                                  | E | Smith     |
| 4                          | Vice Chair's Report (:05)   | B | Chiu      |
| 5                          | Secretary's Report (:05)  | D | Platts    |
| 6                          | Awards Report (:05)   | T | Prevost   |
| 7                          | Treasurer's Report (:05)  | G | Anderson  |
| 8                          | Meeting Planning (:15)  | G | Anderson  |
| A                          | San Diego Arrangements & Host Report                              |   |           |
| B                          | Boston & Future Meetings  |   |           |
| 9                          | Standards Report (:20)  | B | Bartley   |
| 10                         | BREAK (:10)   |   |           |
| <i>Time Check – 3:30PM</i> |   |   |           |
| 11                         | New Business  |   |           |
| 11                         | 1 – Review/Update O&P Manual (:05)                                | P | Balma     |
| 11                         | 2 – Review/Update P&P Manual (:05)                                | P | Balma     |
| 11                         | 3 – Historical Archives (:05)                                     | P | Balma     |
| 11                         | 4 – Standards on CD (:05)   | P | Balma     |
| <i>Time Check – 4:00PM</i> |   |   |           |
| 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)	F	Elliott
13	Old Business		
14	Adjourn		

### 3.4 Chair's Remarks and Report – E. Smith

Refer to Section 1.0 for a complete “Chair’s Report.”

Highlights:

Per the O&P Manual, requested and confirmed the Reappointment of the Subcommittee Chairs was reported for the year 2011.

Took the actions to move the Audible Sound and Vibration SC activities (one TF is active) into the Performance Characteristics Subcommittee.

O&P Manual and P&P Manual are approved and have a 5 year life. A new TF for continuous revision of those documents will be led by P Balma. The committee officers will be standing members, and other members at large will be solicited by the chair.

Damir Chair of Technical Council. Requested an update, so Ed sent a notice of the officers and their contact information.

Technical Council meeting was held in Atlanta in January. Covered in Chair’s report.

CIGRE has asked to work more closely with PES, and intended to review this at the meeting. It was cancelled, so they will be make their presentation at the General Meeting Detroit. Rotz

General Meeting Detroit July 2011. 1258 papers submitted, and 1241 papers available for review. 17 papers from Trnsf Comm.

Vice Chair’s Report – Bill Chiu

The full report is available. **Refer to Section 4.0 - Vice Chair’s Report for further details.**

Review of the papers presented at the PES Power Systems Conference & Exposition, and those submitted for the 2011 General Meeting. The reviewer and Editors guide for Transactions Papers. A PES Guide for review of Conference Papers is available. The guidelines for review are very loose, and many papers can be accepted based on those guideline.

**Question to Al Rotz who is responsible for updating and issuing that guide. How do we send feedback to help to improve the document? Al will get an answer for us.**

### 4.1 IEEE PES Calendar of Upcoming Events

The table below lists the upcoming PES sponsored conferences and committee meetings, along with dates and location of the

conference/meetings. For further details regarding these events, please check the PES website at [www.ieee-pes.org](http://www.ieee-pes.org)

<b>International Conference On T&amp;D Construction, Operation And Live-Line Maintenance (ESMO)</b>	May 16-19, 2011	Providence, RI USA
<b>2011 IEEE PES PowerTech</b>	Sunday, June 19-23, 2011	Trondheim, Norway
<b>2011 PES General Meeting (GM)</b>	Sunday, July 24-29, 2011	Detroit, MI USA

## 4.2 Recent Conference Paper Sponsored by Transformers Committee

### 4.2.1 **2011 IEEE PES Power Systems Conference & Exposition (Phoenix, AZ, March 20 -23, 2011)**

A total of three papers were submitted, of which one was accepted presented in the paper session on Tuesday, March 22, and other two papers were rejected.

List of the one Accepted Papers

2011PSCE0300	<u>Neural Networks on Transformer Fault Detection: Evaluating the Relevance of the Input Space Parameters</u>
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List of Two Rejected Papers

- 2011PSCE0071 Mathematical model for service methodology to enhance the life of a faulty transformer
- 2011PSCE0173 Transformer Moisture Assessment Using Dissolved Gas Analysis and Diagnostic Test Results

## 4.3 Upcoming Conference Paper Sponsored by Transformers Committee

### 4.3.1 **2011 PES General Meeting (Detroit, MI, July 24-29, 2011)**

A total of 17 papers were submitted, of which 14 have been accepted and three were rejected. Of the 14 papers accepted, 11 are scheduled for Paper Session and the remaining three were scheduled for the Poster Session.

List of Fourteen Accepted Papers

2011GM0036	<u>Development of Ultra – Low Noise transformer technology</u>
2011GM0105	<u>A Moisture Diffusion Model for Transformer Oil and Paper</u>
2011GM0328	<u>Multi-Kernel Support Vector Classifier for Fault Diagnosis of Transformers</u>

2011GM0360	<u>Predictive Learning and Information Fusion for Condition Assessment of Power Transformer</u>
2011GM0696	<u>Modeling and Analysis of the Suppression of Ferroresonance in Nonlinear Three-Phase Three-Leg Transformers</u>
2011GM0934	<u>A New Method for Analysing Transformer Condition Using Frequency Response Analysis</u>
2011GM0937	<u>A Novel Algorithm to detect Internal Transformer Faults</u>
2011GM0946	<u>A New Techno-Economic Replacement Technique for Transformers</u>
2011GM0950	<u>A Novel Calculation Method of Distributed Parameters in Transformer Winding</u>
2011GM1021	<u>Field application of a synchronous controller based on the measurement of residual fluxes for the energization of a step-up transformer</u>
2011GM1023	<u>Influence of System Transients on the Residual Flux of an Unloaded Transformer</u>
2011GM1035	<u>using the vibration frequency response analysis method to detect the winding deformation of power transformer</u>
2011GM1360	<u>A Generalized Leakage Inductance-Based Method for Discrimination of Internal Faults from Inrush Currents</u>
2011GM1415	<u>A Variable Frequency Constant Current Power Supply for Vibration Analysis Method to Detect the Winding Deformation of Power Transformer</u>

#### List of Two Rejected Papers

2011GM0951	<u>Dissolved Gas Analysis (DGA) of Power Transformer: A Bibliographical Survey</u>
2011GM0979	<u>Understanding Moisture Diffusion Process in Oil-Impregnated Pressboard Insulation of Transformer</u>
2011GM1018	<u>Artificial Intelligence Techniques Application to Dissolved Gas Analysis of Power Transformer</u>

#### **4.4 Paper Review & Editor Guideline**

IEEE PES has a documented guideline to help us review the technical paper submitted for PES sponsored conferences. The published guideline is included below in blue text for ease of reference.

### 3.5 Secretary's Report – Don Platts

#### Membership Review

Voting Committee Members – Six new committee members were approved and added at the Toronto, ON Canada meeting as shown in the table below:

Name	Affiliation	Sponsor #1	Sponsor #2	Sponsor #3	Membership Category
Daniel Blaydon	Baltimore Gas & Electric	Tom Jauch PC57.153 (2 yrs)	Joe Watson PC57.148 WG (2 yrs)	Tom Lundquist Power Transf SC (2 yrs)	User
Alexander Kraetge	Omicron Electronics GmbH	Charles Sweetser C57.12.149 WG (4 yrs)	Greg Anderson C57.150 WG (4 yrs)	Tom Lundquist Power Transf SC (2 yrs)	Producer
Catherine Hurley	American Electric Power	Greg Anderson C57.150 WG (3 yrs)	Joe Watson PC57.148 WG (3 yrs)	Fred Elliott Bushing SC (3 yrs)	User
CJ Kalra	Southern California Edison	Roland James C57.140 WG (3 yrs)	Phil Hopkinson TF DETC Life Testing (2 yrs)	Hem Shertukde TF DPV Grid Transfs (2 yrs)	User
TV Oommen	Consultant – ABB	James Thompson PC57.106 (5 yrs)	James Thompson PC57.637 (1 ½ yrs)	Bruce Forsyth Insulation Life SC (8 yrs)	Producer
Shuzhen Xu	FM Global	H. J. Sim C57.135 PST WG (2 yrs)	Fredi Jakob C57.139 WG (5 yrs)	Susan McNelly Insulating Fluids SC (5 yrs)	General interest

The Transformers Committee currently has three general categories of participation in our activities. These are: **Interested Individual**, **Active Participant**, and **Committee Member**. Anyone 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.

	October 2010	April 2011
Interested Individual	843	997
Interested Individual - IEEE Life Member *	6	2
<b>Total Interested Individuals</b>	<b>845</b>	<b>999</b>
Active Participant	227	230
Active Participant - IEEE Life Member *	7	5
<b>Total Active Participants</b>	<b>234</b>	<b>235</b>
Committee Member	211	210
Committee Member - Emeritus Member *	8	1
Committee Member - IEEE Life Member *	26	31
Committee Member - Corresponding Member	1	1
<b>Total Committee Members</b>	<b>246</b>	<b>250</b>
<b>TOTAL IN AMS DATABASE</b>	<b>1391</b>	<b>1484</b>

\* - indicates this member type receives a discounted registration fee.

The participant's profiles in our AMS 123 system should reflect the correct status. Here is the link to our AMS 123 system.

<http://www.123signup.com/servlet/com.signup.servlet.org.ALogin?Org=ieee-transformers&Restart=1>)

During the week of April 4, I sent email messages to 80 Committee Members who had not signed into any of the past 4 General Session meetings. Several members responded that they should be removed from the list. Many others feel that they do not get any value from the Thursday meeting, and since they are paying their own way to the meeting, they choose not to stay for Thursday. So this is an old ongoing topic of discussion. If we don't resolve this, we will have a problem getting a quorum if we need to take a vote at a Thursday General Session.

There are 11 new member applications to be reviewed. After the review of member's attendance at the Thursday meetings, I checked and found that about ½ of the new applications have not attended. This is not a criterion to be met by new applicants. It is a requirement after they become a committee member. We agreed to note that information for each applicant, but not to factor that into the decision to approve the application.

Dudley pointed out that none of the applicants are users. This led to continuing discussion of the issues related to getting more user participation in our meetings. Greg Anderson reported that we have 16 new users who took advantage of the promotion to allow new participants to attend with a free registration.

## New Member Applications

Eleven new applications for Committee Membership have been received since our previous meeting in Toronto, ON. They were reviewed for approval at the San Diego, CA meeting. Details of the membership applications and sponsors are listed in the following table.

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
David Brender	Copper Development Association	Phil Hopkinson TC-14 (3 yrs)	DR Foster C57.12.91 (4 yrs)	Jeewan Puri Aud Sound & Vib SC (15 yrs)	General interest
Edwin F Brush Jr	BBF& Associates	Phil Hopkinson TC-14 (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 Schull Distribution Trn SC (2 yrs)	Producer
Mario Locarno	Doble Engineering	Phil Hopkinson TC-14 (3 yrs)	Jane Ann Verner C57.152 (3 yrs)	Tom Lundquist Power Transf SC (1 ½ yrs)	General interest

Name	Affiliation	Sponsor #1	Sponsor #2	Sponsor #3	Membership Category
Justin Pezzin	IFD Corporation	Alan Traut Ovhd Trnsf C57.12.20 (2 ½ yrs)	Dan Mulkey Enclosure Integrity (2 ½ yrs)	Steve Schull 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 Xfrmr & Reactors (2 yrs)	Producer
Dinesh P Sankarakurup	Niagara Transformer	Guiseppe Termini 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

Nine of these applications were reviewed and approved at the Spring 2011 Administrative Subcommittee meeting. Two were held for clarifications of their applications

Mr Brender is not listed as a member of any WG in the AMS system.

Mr. Locarno is listed as a member of just 1 WG in the AMS system.

The Committee welcomes and encourages active participants to become Members of the Committee. Requirements and application forms can be found in the Organization and Procedures (O&P) Manual, accessible on the Committee website. Subcommittee Chairs are encouraged to recommend new members, and to communicate the process of attaining membership through **active participation** and **contribution** in Committee work at the WG and SC level. WG and SC Chairs are reminded also that signing an application sponsoring a new member signifies their sponsorship that the applicant has met the requirement of membership and active participation for at least one year in the WG or SC they Chair. New member applications may be submitted to the Committee Secretary's attention at any time. Applications 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.

#### 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.

#### Meeting Minutes

The minutes of the Toronto, ON Spring, 2010 Transformers Committee meeting were posted to the committee website on March 5, 2011.

Subcommittee Chairs are requested to submit their SC Minutes from the San Diego, CA meeting by June 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 should be formatted in Word 2007 (or earlier versions) 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.

If a SC Vice-Chair, Secretary, or other SC member is preparing the SC Minutes, please advise them of these details regarding the Minutes submittals. Please do all you can to get the minutes in as soon as possible. Collecting the minutes from each subcommittee is the most difficult and time consuming part of this job. Your full corporation and support in this matter is greatly appreciated.

### **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. Greg will be submitting the filings required by IEEE. It is overdue.

### **3.73.7A Awards Report Tom Prevost**

Some awards requests may have been missed. The C57.12.90-2006 revision still needs to be recognized.

New suggestion: We have long provided a Host award, but no Host company award. We should start a program to do that.

Motion: Prevost; Provide an award to the host company as well as the individual who has served as the host. Second: Chiu. Motion passed.

Recent activities for nominating Fellows. The transformers committee has 2 applications in-progress.

Rona Gertz SA Awards Program

Brochure available is on IEEE Table One page summary of the 7 SA awards, and a Standards Education Award- a joint award with Educational activity board.

Each award requires only one nomination, but also needs 3 endorsements.

- International Award to an individual for international goals of SA
- Distinguished Service award Standards Board member (current or past 5 yrs)
- Sponsor Award for sponsor of corporate standards
- Corporate Award
- Standards Medallions
- Emerging Technology to an individual, WG, or company
- Lifetime Achievement award given to an individual 15+ yrs of SA activities

WG chair award for each new standard People deserve to be recognized, so please respond to Rona's request promptly. Any suggestions to improve the process would be welcome.

Long list of PES awards are available. Check the list on the website and find persons who may qualify.

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

Host Report - F'10 – San Diego, CA Attendance Stats

The meeting host Rob Mayer, San Diego Gas & Electric welcomed the Transformers Committee to San Diego, CA, 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:

<b>Registered Attendees</b>	<b>500+</b>
Committee Members	
Active Participants	
Interested Individuals	
<b>Registered Companion &amp; Guests</b>	<b>~130</b>
Main Events	
Sunday Reception	
Monday Standards Luncheon	
Tuesday Speaker Luncheon	
Wednesday Dinner Social	Close to 400
Zoo Tour Sunday	
Companions tours	

Future meeting time slots and locations

Fall, 2011 ➔ (October 30- Nov 3, 2011) – Boston MA. The meeting will be hosted by Omicron, Chuck Sweetzer. The hotel will be the Renaissance Waterfront, Room Rate \$159. Public transportation is available at the front of the hotel. Technical Tour at MIT. Duck tours Sunday. There will be a Halloween theme tour on Monday night. The Wednesday night Social is a Harbor Cruise.

Spring, 2012 ➔ (April, 2012) –. The location has not been established.

### 3.9 Standards Report – B. Bartley

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

Matt Ceglia will no longer be the program manager for Transformers Committee activities. Erin Spiewak is temporarily assigned to handle standards liaison for all PES activities. She is not our new program manager. Contact info: [e.spiweak@ieee.org](mailto:e.spiweak@ieee.org) 732-465-7806.

Major change in IEEE Ballot Procedure has been proposed. Standards Board of Governors to vote. 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”.

ANSI still has a 5 year limit on standards. May be able to satisfy ANSI with a 5 year extension. Some of our documents are also ANSI standards, so they may require extra efforts.

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

Presently have approximately 90 documents, and 43 active PARS. Many (23) documents will expire at the end of the year, if we do not act.

Further details of the standards activities are listed in the Standards Report and it is included in the Appendix C - Transformer Standards Development Status and Transformer Committee Organizational Chart. 2 new standards have been approved. No document revisions have been approved.

The Standards Board submission dates for this year are:

**DEADLINES for upcoming NESCOM and REVCOM Submissions:**

June Meeting	<b>May 6, 2011</b>
September Meeting	<b>July 29, 2011</b>
December Meeting	<b>October 17, 2011</b>

### **3.10 New Business**

Continuous Review of O&P and the P&P Manual revisions Task Force Chair Peter Balma

Operations and Procedures Manual approved in 2009, and published. Valid until 2014

Policies and Procedures for Working Groups approved and published. Valid until 2015

Any procedures listed in the documents must be followed.

The documents must contain only information related to developing standards

Special publications Special Tutorial type booklets, etc.

WG or TF can publish a technical paper. Follow the normal PES paper process. But the Complete Transformers Committee must approve it, if there is a reference to it as a Transformers Committee paper.

Historical information

We now have minutes back to 1981. If we can find any older minutes we will gladly accept any of them, or old technical papers.

We will publish an update of our standards documents on CD, by the Boston meeting. All active documents will be published. Motion Shull. The CD should include the latest published standards available as of the date it is submitted for publication. Motion carried unanimously.

There was no additional new business

### **3.11 Subcommittee Reports**

3.11.1 Loren Wagner - Dielectric Test Subcommittee

Impulse tests looking to harmonize with IEC and use 3 full wave tests.

Tutorial for partial discharge Fall 2011

Another presentation (at a later date) on Steep Front Testing

### 3.11.2 Stephen Shull - Distribution Transformer Subcommittee

Dual logo standard on regulators

Tank rupture - static and dynamic pressure release. 2 documents one in distribution transformer and one in power transformers, but they are coordinating their efforts.

### 3.11.3 Paulette Powel for Charles Johnson - Dry Type Transformer Subcommittee

Issues with documents that may expire at the end of 2011

### 3.11.4 Richard Dudley - HVDC Converter Transformers & Reactors Subcommittee

Looking at questions about guides and adapting documents for higher HVDC voltage installations.

### 3.11.5 Ross D McTaggart- Instrument Transformer Subcommittee

Questions with establishing a new working group and holding its first meeting.

### 3.11.6 Sue McNelly - Insulation Fluids Subcommittee

A meeting for C57.147 was cancelled. Questions about combination of documents or continuing to make new individual documents for ester fluids, etc.

### 3.11.7 Steve Antosz - Performance Characteristics Subcommittee

TF from Audible sound is revising Cl. 13 of 12.90. There is no separate PAR, so it should remain a task force.

Discussion of the Wind Farm Trnsf TF

Work on IEEE .32 is stalled, need to discuss outside of the meeting.

### 3.11.8 Tom Lundquist - Power Transformer Subcommittee

Functional life tests of contact assemblies (like DETC). New PAR request. Will be a standard, not a guide. Does this cover all contact assemblies including the DETC switches in distribution transformers? First meeting to combine the old C57.117 and C57.125 into a single document.

### 3.11.9 Carl Niemann - Underground Transformer & Network Protector Subcommittee

C57.12.40 NEMA doc 2000, IEEE doc 2006, was merely to correct the published errors. Now being revised for the first time as a Transformers Committee activity.

### 3.11.10 Peter Zhou – Bushing Subcommittee

Bushings DC applications Work with IEC for publishing. Contact Jodi Hasz for assistance with this effort.

### 3.11.11 Bruce Forsyth - Insulation Life Subcommittee

There are 2 documents in the revision process but due to expire in 2011

There are still 3 TF papers in progress.

What is the proper way to document the results of an in-between (or web, teleconference) meeting? A separate set of meeting minutes should be recorded, and then added to the next set of minutes that are recorded during a transformers committee meeting.

### 3.11.12 Bill Bartley - Standards Subcommittee

International coordination activities of the standards coordinator have been delegated to the vice-chair of the Standards Subcommittee.

3.11.13 Greg Anderson - Meetings Subcommittee

NO REPORT

### **3.12 Old Business**

There was no old business brought before the subcommittee.

### **3.13 Adjournment**

With no further new or old business up for discussion, the meeting was adjourned at 5:43 PM.