

## Unapproved Meeting Minutes

### PC57.165 WG Guide for Temperature Measurements for Liquid Immersed Transformers and Reactors

#### Minutes from Fall 2020 Virtual Meeting

#### Officers

Chair – Mark Tostrud

Vice Chair – Vacant

Secretary – Zan Kiparizoski

#### 1. Meeting Date and Time: 10/22/2020 at 9:25-10:20am CST

Meeting was called to order at 9:30am

#### 2. Call for essential patents

The patent slides were projected on screen and a request for any known patents that were essential to the work of the Working Group was made. There were no responses to the request.

#### 2. Reviewed IEEE-SA Copyright Policy

The copyright policy slides were projected on screen and a request for any known copyright issues was made. There were no responses to the request.

#### 3. Officer changes

Officer changes - Phil McClure (Chair) retired in September, 2020. Robert Thompson (Vice-Chair) retired in February, 2020. The secretary, Mark Tostrud, has moved to the Chair position. A volunteer was requested to fill the secretary position. Zan Kiparizoski volunteered to serve as secretary. At this time, the vice-chair position will not be filled.

#### 4. Chairs remarks

The PAR for this project expires on 12/31/2020. A schedule to complete the guide was proposed to the working group to complete the guide early in 2021 so we can begin the ballot process by the spring of 2021. Sheldon Kennedy commented that it is important to start the ballot process by Spring, 2021. A PAR extension will probably not be granted if we are not in ballot.

#### 5. Attendance

4.1 Two electronic polls were sent. The results for both electronic polls showed 11 of 25 members were present.

4.2 Quorum check

- The first electronic poll showed 11 of 25 members were present
- A second electronic poll was performed about 10 minutes into the meeting. 10 of 25 members were present for the second poll.
- A manual poll was performed using the chat box. 13 of 25 members were present so a Quorum was achieved

## 6. Approval of the agenda and minutes

- 5.1 There was no objection to the unanimous approval of the meeting agenda
- 5.2 There was no objection to unanimous approval of the fall, 2019 meeting minutes after minor corrections were made

## 7. Old Business

Chair requested updates from the volunteers for various sections in the guide:

- Purpose – A purpose statement was drafted and emailed to the former chair late in 2019. The volunteer will try to find the email but is not sure if he will be able to locate the email since his computer failed and he may not be able to recover it. If the original proposal cannot be found, a new purpose statement will be drafted. Since the Scope doesn't specify whether design measurements will be considered in the guide, the purpose statement will address whether R&D measurements and type test measurements are included.
- Purpose statement will clarify whether the guide will include R&D measurements and other test measurements.
- Section 3 - Definitions: Section was recently reviewed. The section is in pretty good shape. A final review will be performed once the document is further along to minimize the number of revisions required.
- Section 4.4 – Core Temperature Measurements: Review of this section will be completed by December 2019.
- Section 4.6 – OLTC temperature measurements - The methods to monitor OLTC temperatures are identical to the methods used to monitor top oil and bottom oil temperature. Recommendation is to include OLTC oil temperature measurements in section 4.2.
- Section 4.8 – Bushing temperature measurement – Volunteers from the bushing committee provided guidance on this section in an email to the previous chair in January/February, 2020. The email will be forwarded to the current chair for his consideration.
- A motion passed in fall, 2019 to remove sections 4.5 to 4.10 from the guide since the measurements in these sections were R&D measurements. Since we don't have content for these sections, we will proceed with removing those sections. If viable methods to monitor bushing temperatures are identified, a motion will be made to add section 4.8 back into the document.
- During the fall 2019 new business discussion, a proposal was made to reorganize the document by measurement type rather than by component. The proposal was tabled until this meeting since the former chair was not present in the meeting. The current chair indicated he was not considering reformatting the document since we are in the final stages of completing the document.

## 8. New Business

- The chair proposed the following timeline to allow us to move the guide towards ballot:
  - December, 2020 – Complete all sections discussed in old business above
  - January, 2021 – Update the guide to include the content submitted in December and send the draft out for comment
  - February/March, 2021 – resolve all comments and update the guide
  - April, 2021 – Begin the ballot process

9. Motion to adjourn

10. Minutes

The minutes were recorded by Mark Tostrud – Chair and reviewed by Zan Kiparizoski – Secretary