

*PC57.12.10 - WG for the Revision of
IEEE Standard Requirements for Liquid-Immersed Power Transformers*

8:00 to 9:15 AM, October 25, 2016
Sheraton Vancouver Wall Centre Hotel, Vancouver, CA

Unapproved Meeting Minutes

WG Chair Gary Hoffman called the meeting to order at 8:02 a.m., Tuesday, October 25, 2016, with WG Vice-Chair Brian Penny and WG Secretary Scott Digby also present. Introductions were made and rosters circulated.

Total Attendance	137
Members in Attendance	40 (out of 56 members, quorum was achieved)
Guests in Attendance	97
Guests Requesting Membership	16 (9 meeting membership eligibility requirement of attendance at 2 consecutive meetings)

Guests Requesting Membership:

	Membership granted?
Vladimir Abril	No
William Boettger	Yes
Hugo Flores	Yes
Anthony Franchitti	Yes
Saurabh Ghosh	No
Josh Herz	Yes
Jill Holmes	Yes
Weijun Li	Yes

	Membership granted?
Terence Martin	No
Rashed Minhaz	No
Fabian Stacy	No
Roy Su	Yes
Olivier Uhlmann	No
Jason Varnell	Yes
Trenton Williams	Yes
Joshua Yun	No

Additional guests that were eligible for membership, having met the eligibility requirement of attendance at 2 consecutive meetings, but did not request membership: Donald Ayers, Jeremiah Bradshaw, Jean-Francois Collin, Michael Craven, Eric Davis, James Graham, Shamaun Hakim, Shawn Luo, Joe Nims, Jow Ortiz, David Ostrander, Ulf Radbrandt, Sergiy Razuvayev, Steve Schappell, Yukiyasu Shirasaka, Andre Shor, Andrew Steineman, Gregory Stem, Shankar Subramany, Christopher Sullivan, and Barnes Wilson.

The agenda was reviewed and a **motion** to approve was made by Eduardo Garcia and seconded by Ewald Schweiger, which was **approved by unanimous consent**.

The minutes to the Spring-2016 meeting of this WG had been circulated to the WG membership and guests prior to the meeting and a **motion** to approve was made by John K. John and seconded by Ryan Musgrove. The **motion passed by unanimous consent**.

The Chair made the requisite Call for Patents and there were none noted by those present.

During the Chair's remarks, the Chair expressed thanks to the working group and task forces for the activities since the Spring-2016 meeting in Atlanta and proceeded to discuss the activities that had been completed. A 30-day straw ballot had been executed immediately following the Spring-2016, resulting in approximately 300 comments which were in turn forwarded to the respective clause TF Chairs to resolve. At the conclusion of the resolution of the comments by the TF's, Draft D2.0 was compiled and transmitted to the WG membership as a proposal to approve Draft D2.0 for IEEE Sponsor Ballot. The WG membership was provided the time period of September 22nd thru October 22nd to review the draft and vote on the proposal. The Chair discussed the decision to use the letter (email) ballot method, citing the Policies and Procedures manual as stating for WG's to proceed "quickly" and desired to see if there was consensus to go to ballot, or in the process identify the remaining issues.

The results of the letter ballot are as follows:

Votes received	35 out of 56 members	62.5% (quorum achieved)
Approve	29	82.9% (2/3 majority, or super-majority, achieved)
Disapprove	6	17.1%

The Chair indicated that based on the results of this letter ballot it was his intent to request approval of the Power Transformers SC at the Wednesday SC meeting to go to sponsor ballot. The Chair encouraged attendees to become members of the ballot pool, emphasizing that they must be members of the IEEE Standards Association in order to do so. Clarification was also stated that comments received during the balloting process must be responded to, with accepted comments going in verbatim into the document but rejected comments receiving an explanation.

Don Platts made a **Motion**, which was seconded by Sue McNelly, to re-open Draft D2.0 for discussion, thus nullifying the letter ballot to approve for IEEE sponsor ballot.

Don discussed reasons for this motion, stating as reasons failure to follow Policies and Procedures manual, failure to implement material documented in the minutes, terminology changes that had been made, and statements in the document that were changed to "or" statements, creating a type of "menu" not typical of a standard document. Upon request by the WG Chair for additional detail regarding procedural errors, Don stated that Task Forces that are formed are obligated to report back to the WG. The Chair indicated that this was accomplished by way of the letter ballot. Don countered that this process allowed for no discussion, again stating that the TF work needs to be approved by the WG. The Chair stated in opposition to Mr. Platts' statement that the comment resolution and a revised draft was shared with the WG and Letter Ballot was approved.

Steve Antosz noted that 6 WG members had disapproved the proposal to approve the draft for sponsor ballot and asked what comments were made. The Chair said that should not matter and stated the concept that one person cannot hold up the process.

The motion was called to vote, with the following results:

Approve	15
Disapprove	15 + Chair → 16
Abstain	9

The motion did not carry.

Joe Watson asked whether the Mandatory Editorial Review had been completed. The Chair said not yet, as were waiting for the approval to submit for sponsor ballot before doing so.

Steve Antosz expressed concern with this process and that there seemed to be question among the WG as to whether consensus had truly been obtained. The Chair's response was that the request for approval for Sponsor Ballot gave the WG Members the opportunity to see how the draft was revised and that the Sponsor ballot process that requires a much higher bar of 75% approval would vet this concern.

Under New Business, Ronnie Minhaz requested clarification concerning section A.1.2 (VFVV OLTC regulation) around the interpretation of the phrase that the HV system voltage is presumed to be relatively constant therefore the flux density being variable when the LTC is located in the HV. There was some clarifying discussion provided by David Geibel and Sanjay Patel, clarifying that the standard has to assume voltage is stable before considering the effect on the transformer, that the nameplate voltage values set the basis (thus when HV turns change the volts/turn and thus the flux density change), and that the nameplate values are no-load based values.

It was noted that the next WG meeting would be in the spring during the IEEE Transformers Committee meetings in New Orleans.

The meeting was adjourned at approximately 8:45 a.m.

Respectfully Submitted,
Scott Digby, WG Secretary