

**Meeting Minutes
Administrative Subcommittee of the
Transmission and Distribution Committee
San Francisco, California
June 16, 2005**

1. Introductions

The meeting was called to order by Gene Wolf at 7:30am. The meeting began with introductions and Tom Grebe was introduced as the new Secretary of the T&D Committee.

Those in attendance included:

Members:

Mack Grady, University of Texas at Austin, Chair
Gene Wolf, Public Service Company of New Mexico, Vice Chair
Tom Grebe, Electrotek Concepts, Inc., Secretary
Mark McVey, Dominion Virginia Power, Chair Capacitor Subcommittee
Dennis Woodford, Electranix, Chair DC and FACTS Subcommittee
Kris Buchholz, PG&E, Chair ESMOL Subcommittee
Albert Keri, AEP, Chair General Systems Subcommittee
Tom Grisham, GRISCUT, LTD., Chair Lightning and Insulator Subcommittee
Dale Douglass, Power Delivery Consultants, Inc., Chair TP&C Subcommittee
Karl Mortensen, Great River Energy, Chair Standards Subcommittee
Tom Gentile, National Grid, Chair Power Quality Subcommittee
Wayne Litzenberger, BPA, Meetings Coordinator

Guests:

John McDaniel, Detroit Edison, Vice Chair Distribution Subcommittee
David Mitchell, Alabama Power, Incoming Chair ESMOL Subcommittee
Bill Chisholm, Kinectrics, Past Chair Lightning and Insulator Subcommittee
Ben Mehraban, AEP, Vice Chair DC and FACTS Subcommittee
Jeff Nelson, TVA, Past Chair Capacitor Subcommittee

Minutes were taken by Tom Grebe

2. Previous Meeting Minutes

Gene pointed out that the minutes from the previous meeting were lost due to a computer problem.

3. Future Meetings

Gene discussed the possibility of new winter meetings starting in 2007. He also stated that the T&D Committee is tentatively planning to have a meeting in Las Vegas in January 2006.

Gene said that keeping costs as low as possible was the primary goal, with a desired registration range between \$100-\$200. Most of the subcommittees agreed that cost was a very important factor. It was also stressed that conflicts with other activities and conferences should be avoided. The tentative plan would be to have a room for each subcommittee for three days and that each subcommittee would have the flexibility to create their own meeting schedule based on the needs of their group.

He asked how many subcommittees would be interested in participating in a January 2006 meeting. The following subcommittees responded that they would tentatively plan to attend the meeting:

- DC & FACTS (~30-40, 1 room)
- Lightning and Insulator (~25, 1 room)
- Distribution (~30-40, 1 room)
- Power Quality (~30-40, 1 room)

Mack said that he was going to start an orientation for new T&D Committee members and the first such meeting would be in Las Vegas for 2006 rotation.

Mack asked the subcommittee chairs to comment on the possibility of having future meetings return to a regular winter/summer schedule.

3. Officer Rotation

Mack introduced two new subcommittee chairs (Mark McVey - Capacitor Subcommittee, Tom Grisham - Lightning and Insulator Subcommittee) and presented a summary of the PES Technical Council Organization and Procedures Manual with respect to the rotation of committee and subcommittee officers.

He also stated that he has to provide PES with an update to the T&D Committee Organization and Procedures Manual. It was pointed out there is a need to define the membership of the T&D Committee. Tom Grebe agreed to poll subcommittee chairs for the information required to create this membership listing. It was proposed that the T&D Committee membership would include:

- Committee Officers (including various Vice Chairs and past Chairs)
- Subcommittee Officers
- Working Group Officers

Mack proposed creating a few new Vice Chair positions for the committee:

- Vice Chair – Awards and Recognition (replaces Representative to the PES Awards Committee)
- Vice Chair – Meetings (replaces Meeting Coordinator)
- Vice Chair – Membership
- Vice Chair – Standards (replaces Standards Subcommittee Chair)

The Vice Chair list would also include the current Technical Committee Program Chair (TCPC).

Mack presented the plan for subcommittee officer rotation:

Jan 2005:	Capacitor (already completed) Lightning and Insulator (already completed)
Jan 2006:	ESMOL (already completed) Distribution General Systems
Jan 2007:	Power Quality DC & FACTS Towers, Poles and Conductors
Jan 2008:	Capacitor Lightning and Insulator

4. New Business – Proposed Formation of New Subcommittees

Mack presented proposals for the formation of the following two new subcommittees:

Integration of Renewable Energy into the Transmission & Distribution Grids
Security of the Transmission & Distribution Grids

The group discussed the various benefits and potential problems associated with the formation of these two new subcommittees.

Tom Gentile (Power Quality) made a motion to support the creation of a scope and a search for officers for the proposed Renewables Subcommittee. The motion was seconded by Dennis Woodford (DC & FACTS). All present were in favor, except for John McDaniel (Distribution).

Tom Gentile (Power Quality) made a motion to support the creation of a scope and a search for officers for the proposed Security Subcommittee. The motion was seconded by Mark McVey (Capacitor). All present were in favor, except for John McDaniel (Distribution) and Dale Douglass (TP&C).

Mack agreed to continue the process.

5. New Business – Discussion of Proposal from Distribution Subcommittee

Mack began the discussion regarding a proposal from Dan Ward of the Distribution Subcommittee that was distributed to the members of the Administrative Subcommittee prior to the meeting in San Francisco.

The proposal, which was titled "*Reorganizing Distribution for Increased Effectiveness*", discussed many of the important issues facing PES today. Examples of these problems include dwindling attendance and an overlap of activities and responsibilities for a number of different committees.

The primary action item presented in the proposal would be the split of the T&D Committee into two separate committees. The proposal discusses the potential benefits and organizational issues for separate Distribution and Transmission Committees.

John McDaniel, Vice Chair Distribution Subcommittee, gave an overview of the primary reasons for the submission of the proposal and the other members of the Administrative Subcommittee discussed how the proposal would impact each of their respective groups.

It was agreed that a number of issues related to overlapping schedules and conflicts with other meetings and conferences could be corrected with better communication between the members of the Administrative Subcommittee and would not necessarily require a committee split to be resolved.

After discussion of the benefits and issues for each subcommittee, it was also agreed that the proposal would be withdrawn and not pursued any further at this time.

6. Future Meetings

Tentative: January 2006 in Las Vegas
June 18-22, 2006 Montreal

The meeting was adjourned at approximately 11:30am.

Minutes respectively submitted by Thomas Grebe.