

**Meeting Minutes
Administrative Subcommittee of the
Transmission and Distribution Committee
Las Vegas, Nevada
January 17, 2006**

1. Introductions

The meeting was called to order by Gene Wolf at 7:00am. 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
Karl Mortensen, Great River Energy, Vice Chair - Standards
Wayne Litzenberger, BPA, Vice Chair - Meetings

Guests:

John McDaniel, Detroit Edison, Vice Chair Distribution Subcommittee

Minutes were taken by Tom Grebe

2. Current Meeting

Gene stated that the attendance at the meeting was approximately 110 and that the initial feedback had been positive.

3. Future Meetings

Gene discussed the possibility of new PES-sponsored winter meetings starting in 2007. Las Vegas and Orlando are being investigated as possible locations. John McDaniel mentioned that DistribuTECH 2007 will be held February 4-6, 2007.

4. Officer Rotation and O&P Manual Update

Mack Grady stated that he has to provide PES with an update to the T&D Committee Organization and Procedures Manual and that he would like to have updated subcommittee scopes from each subcommittee as soon as possible.

New subcommittee chairs for 2006 include:

- Cheri Warren – Distribution Subcommittee
- David Mitchell – ESMOL Subcommittee
- Reza Iravani – General Systems Subcommittee

Officer rotation for the end of 2006 includes:

Jan 2007: T&D Committee – Secretary
 T&D Committee – Technical Committee Program Chairman
 Power Quality Subcommittee – Chair
 DC & FACTS Subcommittee – Chair
 Towers, Poles and Conductors Subcommittee – Chair

5. Formation of New Subcommittees

Gene stated that the new subcommittee for Integration of Renewable Energy into the Transmission & Distribution Grids is forming with Satish Ranade as Chair, Dick Piwko as Vice Chair, and Gene Wolf as Secretary. The group hopes to meet at the General Meeting in Montreal in June.

Gene pointed out that there had not been any movement on the new Security of the Transmission & Distribution Grids subcommittee.

6. Committee Membership

Mack asked all of the subcommittees to keep their functional positions membership lists current.

7. Technical Paper Reviews

Mack said that Satish Ranade requested that all of the T&D Committee members that are involved with the review of technical papers to please review papers as soon as possible.

8. T&D Standard Activities

Karl Mortensen discussed the status of standards activities in the T&D Committee and reminded everyone of the five year cycle and that action on revisions or reaffirmations should be started soon after a standard has been completed.

He also pointed out that the chair of a working group that is in the process of balloting a standard should send everyone in the working group a message stating that the balloting pool is being formed and reminding them to join using the myBallot system.

9. Future Meetings

June 18-22, 2006 - Montreal

Tentative: January 2007

The meeting was adjourned at approximately 8:00am.

Minutes respectively submitted by Thomas Grebe.