

Standards Subcommittee Working Group PC12.80 Report

Document #: C57.12.80

Document Title:

Standard Terminology for Distribution and Power Transformers
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Chair: Clair Claiborne Vice-Chair James Graham

Secretary Open

Current Draft Being Worked On: 1.0 Dated: NA

Meeting Date: 2018-03-27 Time: 4:45 PM

Attendance:	Members	<u>4</u>
	Guests	<u>8</u>
	Total*	<u>12</u>

* For details of attendance, please refer to AMS system of the Transformers Committee

Meeting Minutes / Significant Issues / Comments:

1. Chair's Remarks:

The Chair opened the meeting at 4:45 p.m. on Tuesday 27 March, 2018.
The chair noted the low attendance of this working group's meeting to date, possibly due to conflicting schedules with other working groups.

2. Attendance Roster Sign In / Quorum Check:

Quorum was achieved with four of six members present.

3. Approval of the Agenda

A motion to approve the agenda was made by Fredric Friend, seconded by Lee Matthews.
The motion passed unanimously.

4. Call for Essential Patents

A call for essential patents was made. No essential patent issues were reported.

5. Approval of the minutes

A motion to approve the Fall 2017 minutes was made by Fredric Friend, seconded by Lee Matthews. The motion passed unanimously.

6. Unfinished Business

a. A definition for wind turbine GSU transformers has not been submitted

Action Item: Fredric Friend will contact Phil Hopkinson, to get a suggested wind farm GSU definition for working group consideration.

b. A task force to review of existing standards for new definitions was suggested.

c. It was proposed to check the IEEE dictionary for transformer related definitions and to ask Ms. Zaman for a word document. A volunteer to do this is needed.

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7. New Business

- a) It was suggested to make the current draft of the PC57.12.80 available to the working group for review to stimulate more comments.

Action Item: Secretary Jim Graham will arrange to post PC57.12.80 draft 1.0 on the website in the protected area.

- b) A task force to conduct a review of existing standards for new definitions was discussed.

Action Item: A request to solicit liaisons from all technical subcommittees to review their standards/guides for definitions which could be added to the terminology standard will be submitted to the Standards subcommittee.

Action Item: Lee Matthews will review the definitions included in the regulator standard (C57.15) and recommend if any should be incorporated into the terminology standard.

- c) It was suggested the working group develop a policy regarding the location of definitions in individual standards vs in the terminology standard. No decisions were made.

8. The meeting was adjourned at 5:15 p.m.

9. Next meeting - October 15, 2018 at Jacksonville, FL

Submitted by: Jim Graham, Secretary

Date: 03/27/2018