1. **Call to Order:** Steve Hietpas called the meeting to order at approximately 2:00 pm.

2. **Recording Secretary:** Jim Edwards of East River

3. **Roll Call:**
   - Steve Hietpas – CPSS Coordinator – SDSU
   - Vance Crocker – Black Hills Power
   - Steve Hietpas – East River Electric Power Cooperative
   - Nate Jones/John Knofczynski – Heartland Consumers Power District
   - Dana Ralston – MidAmerican Energy Company
   - Frank Kornbaum – Minnesota Power Company
   - Dawn Grider – Missouri River Energy Services
   - Mike Sydow – NorthWestern Energy
   - Rick Johnson – Otter Tail Power Company
   - Scott Mallard – Western Area Power Administration
   - Brian Bigge – Xcel Energy
   - Blair Metzger – DGR
   - Ted Smith – Sioux Valley Energy
   - Robert Thompson – West Plains Engineering

   Members not represented:
   - Basin Electric

   Guests:
   - Casey Sichmeller – Power System Engineers
   - Chad Gravers – Stuart G. Irby

4. **Approve Agenda:**
   
   John Knofczynski moved and Scott Mallard seconded to accept the agenda as submitted.

   Motion approved.

5. **Approve Minutes of April 16th, 2009 spring meeting:**
   
   Dawn Grider moved and Vance Croker seconded to accept minutes.

   Discussion: none
   
   Motion approved.

6. **Coordinator:** The Coordinator’s Report was included in the meeting packet. Some of the highlights of the report included:

   - CPSS is in its 42 year and Dr. Hietpas has been involved since 1997.
   - Dr. Hietpas has spent considerable time working on the ABET accreditation for the Electrical Engineering Department.
   - Dr. Hietpas reviewed the power related courses that he and Dr. Ropp have been teaching.
   - Dr. Hietpas reviewed the scholarships that have been by CPSS and the other power related scholarships. He also reviewed the status of the graduate and undergraduate electrical engineering students.
   - Dr. Hietpas reviewed the CPSS membership and noted Minnesota Power is a new member.
   - Dr. Hietpas also requested that the members go to the “Who’s who” website and update any of their data that is incorrect.
Conference Committee:

- Selection of new Conference Committee Member – 3-year:
  2009-2010: Nate Jones (Heartland Consumers)
  2009-2011: Steve Arbach (NorthWestern Energy)
  2009-2012: Rick Johnson (Otter Tail)

Discussion: none

7. Special Project Committee:

- Selection of new Special Project Committee Member – 2-year:
  Outgoing member: Ted Smith (Sioux Valley Energy)
  2009-2010: Scott Mallard (WAPA)
  2009-2011: Frank Kornbaum (Minnesota Power)

Discussion: none

8. Budget Committee:

- Selection of new Budget Committee Member – 2-year:
  Outgoing member: Mike Sydow (NorthWestern Energy)
  2009-2010: Rick Johnson (Otter Tail Power Company)
  2009-2011: Jim Edwards (East River)

Discussion: none

9. Awards Committee:

- Selection of new Awards Committee Member – 3-year:
  Outgoing member: Mike Sydow (NorthWestern Energy)
  2009-2010: Dawn Grider (MRES)
  2009-2011: Ted Smith (Sioux Valley Energy)
  2009-2012: Brian Bigge (Xcel Energy)

Discussion: It was recommended by the Awards Committee to change the name of the new Lifetime Achievement Award to the Wayne Knabach Excellence in Power Award. The membership agreed.

10. Old Business:

- 2009-2010 Student Power Project
  - Power Line Monitor
  - Electric Four Wheel Drive

Discussion: Dr. Hietpas and Dr. Ropp described the proposed Power Line Monitor and Electric Four Wheel Drive projects. The proposed Electric Four Wheel Drive project would only be partially funded by CPSS.

Nate Jones moved and Ted Smith Croker seconded to approve funding the projects.
Motion approved.

11. **New Business:**

- **2010 Conference Update (Nate Jones)**

  Discussion: Nate Jones discussed the 2010 CPSS conference which is scheduled for October 19, 2010 with the CPSS fall business meeting and the CPSS fall banquet being on October 18, 2010. Nate discussed some of the different ideas for topics and speakers for the conference. Dr. Hietpas will send out a survey to get input on what the members want presented at the conference. There was discussion on whether there should be a job fair in conjunction with the conference but no decision was made. There will need to be further discussion on this.

- **2008-2009 Financial Report (Mike Sydow)**

  Mike Sydow moved and Scott Mallard seconded to approve the 2008 – 2009 financial report.

  Discussion: The members discussed having more emphasis and a renewed push on doing the tour and research and development projects. The members also discussed the retained 15% in membership dues and in a general consensus felt that more of it should be expended, such as on scholarship or projects, then retained.

  Motion approved.

- **Research/Projects at SDSU and the CPSS**

  This agenda item was not discussed.

- **Place/Date for 2010 Spring Meeting – April 22, Otter Tail Power Company**

  The 2010 CPSS spring meeting will be hosted by Otter Tail Power Company in Fergus Falls, Minnesota on April 22.

12. **Adjourn:**

   The meeting adjourned at approximately 3:40 pm with a motion by Ted Smith and seconded by Jim Edwards. Motion carried.

Respectfully submitted,

Jim Edwards, East River Electric Power Company
Recording Secretary
October 19, 2009
Typed and Submitted December 21, 2009