1. **Call to Order:** Steve Hietpas called the meeting to order at approximately 2:40 pm.

2. **Recording Secretary:** Blair Metzger of DGR Engineers.

3. **Roll Call:** Members:

   Steve Hietpas – CPSS Coordinator – SDSU
   David Muggli, Pius Fischer – Basin Electric Power Cooperative
   Paul Woodruff – East River Electric Power Cooperative
   Nate Jones – Heartland Consumers Power District
   Frank Kornbaum – Minnesota Power Company
   Dawn Grider – Missouri River Energy Services
   Steve Arbach, Bob Crawford, Mike Sydow – NorthWestern Energy
   Todd Meyers – Western Area Power Administration
   Brian Bigge – Xcel Energy

   Associate Members:

   Ted Smith – Sioux Valley Energy
   Blair Metzger – DGR Engineers

   Members not represented:

   Otter Tail Power Company
   Black Hills Power
   MidAmerican Energy Company

4. **Approve Agenda:**

   Frank Kornbaum moved and Nate Jones seconded to accept the agenda as submitted.

   Motion carried.

5. **Approve Minutes of April 22nd, 2010 spring meeting:**

   Mike Sydow moved and Dawn Grider seconded to accept the minutes of the April 22, 2010 meeting. Motion carried.

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

   - **Faculty and Student Summer Projects/Research Update:**
     - Faculty changes involving Dr. Helder and Dr. Ropp were discussed.

   - **Faculty Course Update:**
     - Currently in search of an instructor to teach EE434 (Power Systems).

   - **Scholarship Activity:**
     - Total funds received for scholarships are down somewhat due to the weaker economy.
• Status of Power Students:
  o 40% of the graduating EE class found jobs in the Power industry.

• CPSS Impact:
  o The impact of the CPSS on potential power students in a variety of ways was noted.
  o The “PV in the Parks” program is dormant due to the loss of Mike Ropp from the faculty.

• Membership:
  o There currently are 11 members and 17 associate members in the CPSS.
  o Lists were routed around in order to capture updates.

• Innovation Engineers – University of Minnesota:
  o A new organization at the U of M dedicated to bringing wind power to remote locations in South America was discussed.

7. Conference Committee:
• Selection of new Conference Committee Member – 3-year:
  Outgoing member: Nate Jones (Heartland Consumers)
  2009-2011: Steve Arbach (NorthWestern Energy)
  2009-2012: Rick Johnson (Otter Tail Power)
  2010-2013: Frank Kornbaum (Minnesota Power)

8. 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)
  2010-2012: Mike Sydow (NorthWestern Energy)

9. Budget Committee:
• Selection of new Budget Committee Member – 2-year:
  Outgoing member: Rick Johnson (Otter Tail Power Company)
  2009-2011: Jim Edwards (East River Electric Power Cooperative)
  2010-2012: Dave Muggli (Basin Electric)

10. Awards Committee:
• Selection of new Awards Committee Member – 3-year:
  Outgoing member: Dawn Grider (MRES)
  2009-2011: Ted Smith (Sioux Valley Energy)
  2009-2012: Brian Bigge (Xcel Energy)
  2010-2013: Nate Jones (Heartland Consumers Power District)
11. **Old Business:**

- **2010-2011 Student Power Project Support**

  Discussion: The “Solar Smart House” student project was discussed. The project will be focused on achieving a power system for a home that is fully energy independent.

  A motion was made by Frank Kornbaum to fund up to $500 of this project. The motion was seconded by Nate Jones. Motion carried.

12. **New Business:**

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

  Discussion: Approximately 51 attendees are expected at the conference to be held on Tuesday. Revenues collected from entrance fees are expected to cover expenses.


  Discussion: The financial situation of the CPSS was discussed. It was noted that it is likely that Ulteig Engineers will no longer be an Associate Member, but that Power Systems Engineers would become one.

  It was noted that the expenses for the Fall 2009 meeting were unusually high, due to the recognition activities for Wayne Knabach.

  A motion was made by Dawn Grider, and seconded by Ted Smith, to accept the financial report. Motion carried.

- **Place/Date for 2011 Spring Meeting –Xcel Energy, April**

  Discussion: The spring meeting is planned to be held in Sioux Falls at Xcel Energy. A discussion was conducted as to whether a webinar format could be used for this meeting. It was the consensus of the group that a face-to-face meeting is better, so that will be the method used.

13. **Adjourn:**

    The meeting adjourned at approximately 3:53 pm.

Respectfully submitted,

Blair A. Metzger, DGR Engineers
Recording Secretary
October 18, 2010
Typed and Submitted: January 7, 2011