1. **Call to Order:** Steve Hietpas called the meeting to order at approximately 2:50 pm.

2. **Recording Secretary:** Chris Graff of Power System Engineering.

3. **Roll Call:**

   **Members:**
   
   Steve Hietpas CPSS Coordinator – SDSU  
   Jim Edwards East River Electric Power Cooperative  
   Casey Sichmeller East River Electric Power Cooperative  
   Nate Jones Heartland Consumers Power District  
   Adam Graff Heartland Consumers Power District  
   Frank Kornbaum Minnesota Power  
   Mike Sydow Northwestern Energy  
   Steven Arbach Northwestern Energy  
   Rich Johnson Otter Tail Power Company  
   Randy Diede Western Area Power Administration  
   Brian Bigge Xcel Energy

   **Associate Members:**
   
   Blair Metzger DGR Engineers  
   Doug Joens Power System Engineering  
   Chris Graff Power System Engineering  
   Ted Smith Sioux Valley Energy

   **Members not represented:**
   
   Basin Electric Power Cooperative  
   Black Hills Power  
   MidAmerican Energy Company  
   Missouri River Energy Services

4. **Approve Agenda:**

   Mike Sydow moved and Frank Kornbaum seconded to accept the agenda as submitted.

   Motion carried.

5. **Approve Minutes of April 21st, 2011 spring meeting:**

   Jim Edwards moved and Nate Jones seconded to accept minutes.

   Motion carried.

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

   - Summer Projects and Research Update:
     
     o See report for primary details

   - Power-Faculty Course Update:
     
     o See report for primary details
• Power Faculty Search Update:
  Discussion:
    o Looking to hire a new Power faculty member
    o Have narrowed to 2 candidates that are being interviewed
    o Currently 2 out of 11 faculty members are devoted to power

• Scholarship Activity
  o See report for primary details

• IEEE PES Scholarships
  Discussion:
    o Renewable scholarship that requires a student internship amongst other requirements
    o 17 of the available scholarships were issued in region IV

• Status of Power Students
  Discussion:
    o Only one of the power students from the last graduating class is still looking for employment.
    o See report for additional details

• Review of CPSS Impact
  o See report for primary details
7. **Conference Committee:**
   - Selection of new Conference Committee Member – 3-year:
     Outgoing member(s): Steve Arbach (NorthWestern Energy)
     2009-2012: Rick Johnson (Otter Tail Power)
     2010-2013: Frank Kornbaum (Minnesota Power)
     2011-2014: Ted Smith (Sioux Valley Energy)

8. **Special Project Committee:**
   - Selection of new Special Project Committee Member – 2-year:
     Outgoing Member(s): Scott Mallard (WAPA) and Frank Kornbaum (Minnesota Power)
     2010-2012: Mike Sydow (NorthWestern Energy)
     2011-2013: Rick Johnson (Otter Tail Power Company)

9. **Budget Committee:**
   - Selection of new Budget Committee Member – 2-year:
     Outgoing member(s): Jim Edwards (East River Electric Power Cooperative)
     2010-2012: Dave Muggli (Basin Electric)
     2011-2013: Casey Sichmeller (East River Electric Power Cooperative)

10. **Awards Committee:**
    - Selection of new Awards Committee Member – 3-year:
      Outgoing member(s): Ted Smith (Sioux Valley Energy) and Ed Cannon (2010 Recipient)
      2011 Recipient: Rod Scheel
      2009-2012: Brian Bigge (Xcel Energy)
      2010-2013: Nate Jones (Heartland Consumers Power District)
      2011-2014: Jim Edwards (East River Electric Power Cooperative)
11. **Old Business:**

- **SDSU Foundation FRF 5% charge (Tim Reed)**
  Discussion:
  - SDSU Foundation manages 3000 accounts on campus. Of those 3000, 1600 of those are overseen on a daily basis and are subject to the 5% fee.
  - Buildings & Endowment accounts are not subject to this 5% fee.
  - SDSU Foundation has managed the CPSS account since its origination.
  - A 5% fee on the CPSS account will generate $3,000
  - SDSU Foundation feels they can hold at a 5% fee for the foreseeable future.

12. **New Business:**

- **2012 Conference Update (Rick Johnson/Frank Kornbaum)**
  Discussion:
  - Seven subject areas including: Automation, Smart Grid, GIS, Special Projects, ArcFlash, Research, and Workforce.
  - Keynote presentation: “Energy Independence – Going Away from Fossil Fuels”
  - October 22, 2012: Meeting and Banquet
  - October 23, 2012: Conference

  Nate Jones moved and Mike Sydow seconded to accept the report as submitted.

  Discussion:
  - Conference cost was over budget but revenue from the conference was also more than budgeted.
  - Graduate student proposed budget is down and any run over would come from available funds, but any change in the budget would go to the committee.

  Motion carried.
• Energy and Power Endowed Professorship in Electrical Engineering Proposal

Discussion:
- Would need a total of $1 million for an endowed professorship to come from a one-time donation, a yearly donation, or a combination of the two.
- CPSS requested to look at case studies of endowed professorships at other universities to examine the benefits and costs.
- CPSS would have control of the goals and objectives for the position
- Other sources of revenue besides the CPSS would be individuals or companies willing to make a donation.

It was decided that this would be discussed again at a later meeting, and it was encouraged to have individual discussions in the mean time for people interested. It was also suggested that possible funding proposals be created and distributed for members to review and respond back about an interest in certain funding options.

• Place/Date for 2012 Spring Meeting – Minnesota Power, Little Falls, MN, April 26

13. Adjourn:

The meeting adjourned at approximately 4:30 P.M.- with a motion by Rick Johnson and seconded by Ted Smith. Motion carried.

Respectfully submitted,

Chris Graff, Power System Engineering
Recording Secretary
October 17, 2011
Typed and Submitted October 27, 2011