1. **Call to Order:** Steve Hietpas called the meeting to order at approximately 2:25 pm.

2. **Recording Secretary:** Ben Pierson - Sioux Valley Energy

3. **Roll Call:**

   **Members:**
   - Steve Hietpas - CPSS Coordinator – SDSU
   - Steven Mundahl - Basin Electric Power Cooperative
   - Jim Edwards - East River Electric Power Cooperative
   - Casey Sichmeller - East River Electric Power Cooperative
   - Nate Jones - Heartland Consumers Power District
   - Frank Kornbaum - Minnesota Power Company
   - Austin Hoekman - Missouri River Energy Services
   - Mike Sydow - NorthWestern Energy
   - Steven Arbach - NorthWestern Energy
   - Rick Johnson - Otter Tail Power Company
   - Greg Vaselaar - Western Area Power Administration

   **Associate Members:**
   - Ted Smith - Sioux Valley Energy
   - Ben Pierson - Sioux Valley Energy
   - Blair Metzger - DeWild Grant Reckert
   - Chris Graff - Power Systems Engineering

   **Members not represented:**
   - Black Hills Power
   - MidAmerican Energy Company
   - Xcel Energy

   **Guests:**
   - Wei Sun - SDSU
   - Reinaldo Tonkoski - SDSU

4. **Approve Agenda:**

   Greg Vaselaar moved and Nate Jones seconded to accept the agenda as submitted.

   Motion Carried.
5. **Approve Minutes of April 26th 2012 spring meeting:**

   Mike Sydow moved and Frank Kornbaum 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 2012: Faculty and Student Summer Projects/Research Update
     - See Report for details.

   - Power-Faculty Course Update
     - See Report for details.

   - Power-Faculty Search Update
     - Wei Sun will teach undergraduate Power Systems Course in the Spring 2013 semester.

   - Student Activities
     - Power student group meetings to make students more aware of Power courses and opportunities and discuss current Power events and information.

   - Scholarship Activity
     - See Report for details.

   - IEEE PES Scholarship Plus Fellows from SDSU
     - See Report for details.

   - Status of Power Students
     - See Report for details. (Correction: Kelly Nelson works for WAPA in Huron, not Watertown)

   - Review of CPSS Impact
     - See Report for details.
7. *Conference Committee:*
   - Selection of new Conference Committee Member – 3-year:
     - Outgoing member(s): Rick Johnson (Otter Tail Power)
     - 2010-2013: Frank Kornbaum (Minnesota Power)
     - 2011-2014: Ted Smith (Sioux Valley Energy)
     - 2012-2015: Austin Hoekman (Missouri River Energy Services)

8. *Special Project Committee:*
   - Selection of new Special Project Committee Member – 2-year:
     - Outgoing Member(s): Mike Sydow (NorthWestern Energy)
     - 2011-2013: Rick Johnson (Otter Tail Power Company)
     - 2012-2014: Casey Sichmeller (East River Electric Power Cooperative)

9. *Budget Committee:*
   - Selection of new Budget Committee Member – 2-year:
     - Outgoing member(s): Dave Muggli (Basin Electric)
     - 2011-2013: Casey Sichmeller (East River Electric Power Cooperative)
     - 2012-2014: Nate Jones (Heartland Consumers Power District)

10. *Awards Committee:*
    - Selection of new Awards Committee Member – 3-year:
      - Outgoing member(s): Brian Bigge (Xcel Energy) and Rod Scheel (2011 Recipient)
      - 2012 Recipient: Wanda Reeder
      - 2010-2013: Nate Jones (Heartland Consumers Power District)
      - 2011-2014: Jim Edwards (East River Electric Power Cooperative)
      - 2012-2015: Mike Sydow (NorthWestern Energy)

Discussion: Dr. Hietpas will be more involved in the information gathering process once recommendations are submitted.
11. **Old Business:**

None

12. **New Business:**

- **2012 Conference Update (Rick Johnson)**

  Rick Johnson mentioned the possibility of having a 2 day (1 afternoon, 1 morning) conference to promote networking. The Fall conference is possibly too close to MIPSYCON which is 2 weeks later. Different times were discussed and it was decided that the Conference Committee will submit thoughts at the Spring 2013 CPSS Meeting.


  CPSS has not received money from MidAmerican Energy. Dr. Hietpas is in communication with MidAmerican Energy and expects them to continue their membership.

  The Scholarships expense budget remained the same. The Field Trips budget decreased overall by $950. The expense budget Salary Support increased from $11,955 to $14,640, the majority of which is to support new faculty members. The Research and Development Budget increased by $80. The Meetings budget increased by $3,000 due to the Fall conference. The Administrative budget increased by $235. Overall, the proposed expense budget increased by $5,050. See report for more details.

  Jim Edwards moved and Greg Vaselaar seconded to accept the proposed budget. Motion carried.

- **CPSS Scholarship Fund – MOA With SDSU Foundation**

  This document explains where the scholarship money goes and explains guidelines for the scholarships. See document for details.

  Ted Smith moved and Nate Jones seconded to accept the document. Motion carried.
• **Place/Date for 2013 Spring Meeting –**

   Heartland Consumers Power District, Madison, SD, April 18 or 25

   It was decided that the Date was to be selected at a later time.

13. **Adjourn:**

The meeting adjourned at approximately 3:42 - with a motion by Austin Hoekman and seconded by Jim Edwards. Motion carried.

Respectfully submitted,

Ben Pierson, Sioux Valley Energy
Recording Secretary
October 22, 2012
Typed and Submitted December 10, 2012