1. **Call to Order:** Steve Hietpas called the meeting to order at approximately 2:15 pm.

2. **Recording Secretary:** Joseph Dold - Otter Tail Power Company

3. **Roll Call:**
   
   Members:
   - Steve Hietpas – SDSU
   - Steve Mundahl – Basin Electric Power
   - Austin Hoekman – Missouri River Energy Services
   - Randy Diede – Western Area Power
   - Casey Sichmeller – East River Electric Power Cooperative
   - Mike Sydow – NorthWestern Energy
   - Jim Edwards – East River Electric
   - Frank Kornbaum – Minnesota Power
   - Nate Jones – Heartland Consumers Power District
   - Rick Johnson – Otter Tail Power Company

   Associate Members:
   - Blair Metzger – DGR Engineering
   - Jay Dring – Nebraska Public Power District
   - Michael Ropp – Northern Plains Power Technology
   - Chris Graff – Power System Engineering, Inc.
   - Doug Joens – Power System Engineering
   - Ben Pierson – Sioux Valley Energy
   - Ted Smith – Sioux Valley Energy

   Members not represented:
   - Black Hills Corporation
   - MidAmerican Energy Company
   - WAPA – Watertown
   - Xcel Energy, Inc. South Dakota

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

4. **Approve Agenda:**
   Jim Edwards moved and Frank Kornbaum seconded to accept the agenda as submitted. Motion Carried.

5. **Approve Minutes of April 18\(^{th}\) 2013 spring meeting:**
   Nate Jones moved and Casey Sichmeller 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 2013: Faculty and Student Summer Projects/Research Update**
     - Hietpas
       - Worked with IEEE and CPSS, Awards/Scholarships and General Meetings.
       - Led summer power technology tour, 11 students and 3 faculty.
       - Held SDSU-SDSMT Summer Summit.
       - See Report for more details.
     - Tonkoski
       - Supervising 4 MS, 2 PhD and 1Senior Design Group on several projects.
• Presented several papers for IEEE.
• Proposed awards for career, academic and research excellence.
• See Report for more details.

  o Wei
  • Supervised 3 MSEE, 1 PhD and 1 CPSS Senior Design Group on several projects.
  • Presented 1 paper for IEEE.
  • Proposed awards for career and research excellence.
  • See Report for more details.

• Power-Faculty Course Update
  o Hietpas
    • Summer 2013
      • EE494 Internship, 12 students.
      • EE438 Power Technology Tour, 11 students, 3 faculty.
    • Fall 2013
      • EE420/420L Electronics III and Lab, 7 students.
    • Spring 2014
      • TBD
  o Tonkoski
    • Fall 2013
      • EE430/430L Electromechanical Systems and Lab, 23 students.
      • EE792 Seminar Power and Energy.
    • Spring 2014
      • EE792 Power Electronics.
      • EE792 Wind Energy Systems.
      • EE792 Seminar Power and Energy.
  o Sun
    • Fall 2013
      • EE792 Advanced Power Systems, 15 students.
      • EE792 Seminar Power and Energy.
    • Spring 2014
      • EE434/434L Power Systems and Lab.
      • Seminar Power and Energy.

  o Other Faculty Changes (EE & CS)
    • 5 Promotions
    • 2 New Hires
    • 2 Retired
    • 1 Open Position
    • See Report for more details.

• Student Activities
  o Field Trips
    • Tour at East River Electric in April was canceled due to weather.
    • Trip planned to attend 49th Annual Minnesota Power Systems Conference in November.

• Scholarship Activity
  o Approximately $34,000 was awarded for 2013-2014.
  o Need suggestions to draw students to Power Industry.
  o See report for list of recipients.
• IEEE PES Scholarship Plus Fellows from SDSU
  o The following table shows the top 2 schools in our region and totals.
  o See Report for more details.

<table>
<thead>
<tr>
<th>School</th>
<th>2013</th>
<th>2012</th>
<th>2011</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Dakota State University</td>
<td>4</td>
<td>6</td>
<td>4</td>
<td>14</td>
</tr>
<tr>
<td>University of Illinois at Urbana-Champaign</td>
<td>4</td>
<td>7</td>
<td>2</td>
<td>13</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>38</strong></td>
<td><strong>32</strong></td>
<td><strong>18</strong></td>
<td><strong>87</strong></td>
</tr>
</tbody>
</table>

• Status of Power Students
  o 6 of the 15 graduates (40%) from 2012-2013, obtained employment in the power sector.
  o 82 of the 333 graduates (25%) from 2000-2013, obtained employment in the power sector.
  o See Report for more details.

• Review of CPSS Impact
  o Maintains Scholarships/Internships/Field Trips.
  o Influences new classes/projects.
  o Holds Fall Awards Banquet and Biannual Regional South Dakota Power Conference to help introduce students to big picture.
  o Need suggestions to draw students to Power Industry.
  o See Report for more details.

7. Membership Update:
• Rick Johnson, of Otter Tail Power Company, is stepping down as representative to the CPSS.
• We welcome Joseph Dold as the new CPSS representative for Otter Tail Power Company
• Thank you letters
  o Students are becoming too dependent on ‘Spell Check’, sometimes gives the right spelling for the wrong word.
  o Students need to take the time to better proofread or have someone else proofread.

8. Conference Committee:
• Selection of new Conference Committee Member – 3-year:
  Outgoing member(s): Frank Kornbaum (Minnesota Power)
  2011-2014: Ted Smith (Sioux Valley Energy)
  2012-2015: Austin Hoekman (Missouri River Energy Services)
  2013-2016: Mike Ropp (Northern Plains Power Tech.)

9. Special Project Committee:
• Selection of new Special Project Committee Member – 2-year:
  Outgoing Member(s): Rick Johnson (Otter Tail Power Company)
  2012-2014: Casey Sichmeller (East River Electric Power Cooperative)
  2013-2015: Chris Graff (Power System Engineering, Inc.)
10. **Budget Committee:**
   - Selection of new Budget Committee Member – 2-year:
     Outgoing member(s): Casey Sichmeller (East River Electric Power Cooperative)
     2012-2014: Nate Jones (Heartland Consumers Power District)
     2013-2015: Frank Kornbaum (Minnesota Power Company)

11. **Awards Committee:**
   - Selection of new Awards Committee Member – 3-year:
     Outgoing member(s): 2012 Recipient: Wanda Reeder and Nate Jones (Heartland Consumers Power District)
     2011-2014: Jim Edwards (East River Electric Power Cooperative)
     2012-2015: Mike Sydow (NorthWestern Energy)
     2013-2016: Jay Dring (Nebraska Public Power District)

12. **Old Business:**
    None

13. **New Business:**
   - **2013 Conference Update (Frank Kornbaum)**
     o Dates – Oct. 6-7, 2014
     o Cost Currently $100
     o Speakers are being lined up
     o Hietpas to help with some details
     o See report for more details
   - **2012-2013 Financial Report (Casey Sichmeller)**
     Mike Ropp moved and Jim Edwards seconded to accept the proposed budget. Motion carried.
   - **MSEE Professional Degree with emphasis in Power**
     o Options
       - Coursework only (Professional) – 35 Minimum Credit Hours
       - Research Paper/Design Paper – 32 Minimum Credit Hours
   - **Place/Date for 2014 Spring Meeting** –
     WAPA, Watertown, SD, April 24
14. **Adjourn:**
   The meeting adjourned at approximately 4:50 - with a motion by Mike Ropp and seconded by Jim Edwards. Motion carried.

Respectfully submitted,

Joseph Dold, (Otter Tail Power Company)
Recording Secretary
October 21, 2013
Typed and Submitted October 29, 2013