• **Call to Order:** Steve Hietpas called the meeting to order at 3:00 pm.

• **Recording Secretary:** Dawn Grider of Missouri River Energy Services

• **Roll Call:**

  Steven Hietpas  CPSS Coordinator – SDSU  
  Frank Kornbaum  Minnesota Power Company  
  Jim Edwards  East River Power Electric Power Cooperative  
  Rick Johnson  Otter Tail Power Company  
  Nate Jones  Heartland Consumers Power District  
  Dawn Grider  Missouri River Energy Services

  *Members Not Represented:*

  Basin Electric Power Cooperative  
  Black Hills Power  
  MidAmerican Energy Company  
  NorthWestern Energy  
  Western Area Power Administration  
  Xcel Energy

• **Approve Agenda:**

  Nate Jones moved and Jim Edwards seconded to accept the agenda as submitted. Motion carried.

• **Approve Minutes of Oct. 19th, 2009 Fall Meeting:**

  Rick Johnson moved and Nate Jones seconded to accept the minutes. Motion carried.

• **Coordinator’s Report:** Report for the Spring Meeting was included in packet. Some of the highlights of the report were:

  • **Teaching Activities**
    o Dr. Hietpas provided an update on power courses for Spring and Fall 2010.  
    o Dr. Ropp has resigned from his teaching position to continue his efforts full-time with his new venture - Northern Plains Power Technologies (NPPT).

  • **Other Activities**
    o Dr. Hietpas was selected for training as an ABET Program Evaluator and will be attending training this summer.  
    o Dr. Hietpas and Madhab Paudel had a paper accepted for the IEEE-PES Summer Meeting in Minneapolis in July.  
    o Dr. Hietpas reported that CPSS supported IEEE student tour to Black Hills Power.
• **Scholarship Activity**
  
  o The EE Program awarded $36,050 in scholarships for 2010-2011 Academic Year (previous year was $42,250). Of the total, 51% ($18,400) are a direct result of the power community sponsorship. A list of the recipients was provided.

• **Power Student Status**
  
  o Nine EE students are scheduled to graduate Spring 2010, three of the students are Power graduates. Two of the Power graduates are still seeking employment.

  o Dr. Hietpas provided an update on the status of summer positions, engineering internships and cooperatives. Ten students have summer positions lined up and two are still looking.

• **Summer Activity**
  
  o Dr. Hietpas will be supervising three MS students and assist in supervising five MS students formally under Dr. Ropp.

  o Work on Alternative Power Technology project – controls.

  o Attend IEEE-PES Meeting in July.

  o Attend ABET-PEV Training and ASEE Conference.

• **Thank You Letters:**
  
  o Dr. Hietpas pointed out the student thank you letters in the package that was sent out. The students are very appreciative of CPSS’ support.

• **Membership List:**
  
  • Dr. Hietpas requested all to review and submit necessary corrections/updates via email. The group reviewed the list for updates during the meeting.

  • Dr. Hietpas mentioned that Dana Ralston has taken a position with MidAmerican’s parent company in Oregon, and a Mark Skinner was appointed as the new representative.

  • New Associate Member application letter – PSE

    o A vote was taken on the New Associate Member application submitted by Power Systems Engineering (PSE).

    Nate Jones moved and Rick Johnson seconded to accept PSE’s Associate Member application. Motion carried.

• **Committee Reports:**
  
  • **2010-2011 Proposed Budget Report**

    o Jim Edwards provided an update on the Budget Committee’s review of the Budget Report.

    o Discussion: Dr. Hietpas explained that there is interest among universities to combine resources for power-related courses at the master’s level. CPSS provided some support to help SDSU graduate students take a Power Distribution course with Michigan Tech.

    Jim Edwards moved and Dawn Grider seconded to accept the Budget Proposal as submitted. Motion carried.
• **South Dakota Regional Power Conference (Oct. 19th) Update**
  Discussion: Nate Jones provided an update on planning for the 2010 CPSS conference. Six speakers have confirmed so far; however, a keynote speaker has not been identified yet. Dawn Grider took the action to talk to a representative from the IEEE Siouxland Chapter to request their assistance in helping locate and possibly provide financial support for a keynote speaker. If anyone has speaker suggestions, please provide them to Nate. Also discussed whether to hold a Mini Job-Fair this year. One alternative is to allow companies to set up booths during the conference. It was agreed to try an alternative to the Mini Job-Fair. The group also discussed whether to have a formal lunch speaker or allow more time for networking during lunch. It was agreed to forego a formal speaker during lunch.

• **(Wayne Knabach) Excellence in Power Award Selection**
  Discussion: Dawn Grider provided an update on the Excellence in Power Award Nominations. The deadline for submitting nominations was April 22nd. As of the meeting, two nominations had been received. One nomination was Dr. Hietpas, who respectfully declined from being considered for the award. The group discussed ideas to solicit more nominations. It was agreed that the Award Committee would contact each CPSS member to ask for nomination suggestions, and the nomination deadline was extended to June 15th.

• **Student Project Proposal**
  Discussion: There was nothing to present at this time. The Committee will get together and brainstorm ideas with Dr. Hietpas and provide an update via email.

  No motion was taken on the Student Project.

• **Fall Meeting Date is October 18th, 2010.**

• **Adjourn:** The meeting adjourned at approximately 4:30 pm.

Respectfully submitted,

Dawn Grider, Missouri River Energy Services  
Recording Secretary  
April 22nd, 2010  
Typed and Submitted May 4, 2010