• **Call to Order:** Steve Hietpas called the meeting to order at approximately 1:10 pm.

• **Recording Secretary:** Wei Sun – SDSU

• **Roll Call:**

  Steven Hietpas  CPSS Coordinator – SDSU  
  Jim Edwards  East River Electric Power Cooperative  
  John Knofczynski  Heartland Consumers Power District  
  Austin Hoekman  Missouri River Energy Services  
  Paul Bachman  DeWild Grant Reckert  
  Casey Sichmeller  East River Electric Power Cooperative  
  Jim Thompson  T&R Service Company  
  Nate Jones  Heartland Consumers Power District  
  Adam Graff  Heartland Consumers Power District  
  Ben Pierson  Sioux Valley Energy  
  Wei Sun  SDSU  
  Reinaldo Tonkoski  SDSU

  **Members Not Represented:** ____________________________

  Basin Electric Power Cooperative  
  Minnesota Power Company  
  North Western Energy  
  Power Systems Engineering  
  Black Hills Power  
  MidAmerican Energy Company  
  Xcel Energy  
  Otter Tail Power Company

• **Approve Agenda:**

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

• **Approve Minutes of Oct. 22nd, 2012 Fall Meeting:**

  Jim Thompson moved and Jim Edwards 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:

  • **Power Faculty Update**
    - See Report for details.

  • **Current Undergraduate Power Curriculum**
    - EE430/L (Electromechanical Systems and Lab) is moved from required course to Technical Electives. EE434/L (Power Systems Analysis and Lab) has the enrollment of 10 students in spring 2013.
    - Paul Bachman asked about why to reduce the course credit requirement for PE exam from 136 credits to 130 credits. Some discussions are: different programs have their own requirements; consider M.S. degree to account for some credits; at SDSU, the
requirement of EE Technical Electives has been reduced from 14 credits to 12 credits. It is suggested that all power major students at SDSU should pass FE exam.

- **Future Undergraduate Power-Related Tracks and Curriculum**
  - See Report for details.

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

- **Other Activities During Spring Semester**
  - See Report for details.

- **Scholarship Activity – Power Company Sponsored Scholarships – 2013--2014**
  - See Report for details.

- **Status of Power Students**
  - One correction of the report that there are 15 rather than 18 students are scheduled to graduate spring 2013.
  - Jim Edwards asked about whether all undergraduate students have jobs when graduating. More information will be provided after students’ Exit Interview. About 25% of graduated students go to power industry.
  - See Report for details.

- **Summer Power and/or CPSS Activity**
  - See Report for details.

- **Membership List:**
  - Add Ben Pierson to the membership list

- **Committee Reports:**
  - 2013-2014 Proposed Budget Report
    
    Casey Sichmeller and Nate Jones proposed to add $6,000 for scholarship, field trip, faculty travel, etc., if receive the extra payments.
    
    Casey Sichmeller moved and Jim Thompson seconded to accept the minutes. Motion carried.
    
    For the budget report of this year, we are waiting for payment of membership from 3 members and 2 associate members. MidAmerican Energy Company is working on the payment, Minnesota Power Company will pay the membership soon, Xcel Energy Company may pay later in July, Cooper Power hasn’t responded yet, and West Plains Engineering will pay it soon.
    
    Casey Sichmeller moved and Jim Thompson seconded to accept the minutes. Motion carried.
    
    For the budget report of next year, it is proposed to offer larger amount of scholarship and increase the total amount from $10,000 to $11,000.
    
    Jim Edwards moved and Austin Hoekman seconded to accept the minutes. Motion carried.
- **October 23, 2012 South Dakota Regional Power Conference Review**
  None

- **Wayne Knabach Excellence in Power Award Selection**

  There are three nominations, Jett Nelson, Steven Arbach, and James Wilcox. The committee is waiting for recommendations.

  This year’s nomination documents are well written, and could be used as the template for future use.

- **Student Project Proposal**

  The committee had several teleconferences for discussion, and sent out the solicitation email for student projects on March, 28th. Then the committee called several members for potential projects. Ted Smith and Ben Pierson from Sioux Valley Energy expressed the interest in volt/VAR control related projects.

  At SDSU, Wei Sun and Reinaldo Tonkoski proposed three projects and looked for support from CPSS members. These three projects will be sent out to CPSS members for further review.

  Paul Bachman proposed the idea to build the device to measure the short-circuit impedance at any location within a system. Jim Thompson discussed to use frequency sweep to measure the short-circuit impedance. More discussions are needed for this potential project.

- **Fall Meeting Date is October 21st, 2013**

- **Adjourn:** The meeting adjourned at approximately 2:40 pm with a motion by Steve Hietpas and seconded by Jim Edwards. Motion carried.

Respectfully submitted,

Wei Sun – SDSU
Recording Secretary
April 18th, 2013
Typed and Submitted April 25th, 2013