



Chair: G. Kelly
Vice Chair: R. Sherwin
Past Chair: J. Colby
Treasurer: G. Alsenas
Secretary: J. Solis

USNC/IECRE
c/o NEMA
1300 North 17th St., Suite 900
Rosslyn, VA 22209
Ph: 703/841-3267

MINUTES

MEETING: USNC/IECRE

PLACE OF MEETING: NEMA Headquarters

DATE: 24-25 August 2016

VOTING MEMBERS PRESENT:

Bachman Electronic Corp.	Brian Hill*
EAPC Wind Energy Services	Bob Sherwin*
First Solar, Inc.	Sumanth Lokanath
Iberdrola Renewables.....	Norman (Scott) Winneguth*
Intertek.....	Joseph Spossey*
Leidos Maritime Solutions	Rick Williams
NextEra Energy, Inc.	Dan Brake
NREL	Sarah Kurtz
Resolute Marine Energy, Inc.	William Staby
SNMREC	Gabe Alsenas
Sunset Technology Inc.	George Kelly
UL LLC	Steven Margis
Verdant Power	Jonathan Colby

*Joined the meeting late.

VOTING MEMBERS ABSENT:

AIG Global Property	Wally Ebner
EDF Renewable Energy Corporate	Gonzalo Stabile
GE Power & Water	Toby Gillespie
McNiff Light Industry	Brian McNiff
Sempra US Gas and Power	Ted Reguly
Siemens Wind Power Americas	Luis Carbonell
SOH Wind Engineering	Robert Stewart

MEMBERS ABSENT 3 OR MORE CONSECUTIVE MEETINGS:

Boulder Wind Consulting	Sandy Butterfield
DEPCOM Power.....	Ray Immelman
DNV KEMA Renewables, Inc.	Mark Young
EDP Renewables North America LLC	Jaimeet (Jay) Gulati
Small Wind Certification Council	Brent Summerville
Urban Green Energy	Scott van Pelt

OTHERS PRESENT:

Joel Solis	IECRE Secretary
Tony Zertuche	USNC*
Kendall Szulewski-Francis.....	USNC

* Attended by Conference Call for Secretariat Discussion only.

PRESIDING OFFICER: **George Kelly, Chair**

I. ADMINISTRATION

A. Chair's Introductions & Announcements

Chairman George Kelly called the meeting to order at approximately 9:00 AM, ET. Members and guest introduced themselves.

B. Review of Antitrust & Meeting Guidelines

Provide a brief overview of the NEMA antitrust and meeting guidelines.

Secretary Joel Solis provided an overview of the NEMA antitrust & meeting guidelines.

C. Quorum Determination and Roster Review

The committee consists of twenty-six (26) members, six (6) of which are non-voting for having missed three or more consecutive meetings and not factored in quorum determination. Of the twenty (20) voting members, nine (9) were present, failing to constitute a quorum to conduct business. Shortly after 11:00 AM, an additional four (4) members joined the meeting, constituting a quorum.

Note: Small Wind Certification Council, DNV KEMA and Urban Green Energy moved to observer status having missed three consecutive meetings. High Performance PV is a Resource Expert having observer status. Since the last meeting, Renewable Energy Systems has voluntarily terminated its membership without having paid membership dues for 2016.

D. Review/Approve Agenda

Discussion: The agenda was approved as distributed.

E. Acceptance of Previous Minutes

The minutes of the June 16, 2016 conference call was circulated to members on July 8, 2016 for review and approval. Members were advised that if no comments were received by August 5, 2016, the minutes would be automatically approved. One comment was received to revise the minutes to show Bob Sherwin in attendance and that it was the Danish member body, not the Dutch, who provided the reorganization plan.

ACTION: To approve the June 16, 2016 Meeting Minutes.

Discussion: The Chairman noted that the June 16, 2016 meeting minutes were approved by correspondence.

F. TREASURER'S REPORT

1. 2016 Financial Status

ACTION: To receive an update of committee's financial status as of June 2016.

Discussion: Treasurer Gabe Alsenas provided a brief update regarding the status of the committee's financials up to July.

ACTION: For the Officers to review the 3rd quarter financials to determine if any actions are warranted.

2. 2017 Budget & Fee Structure

USNC/IECRE Operating Procedures, 5.4, Budgetary Matters considered at meetings of the USNC/IECRE shall be decided by a two-thirds majority of the members present and voting at a duly constituted meeting.

ACTION: To consider the approval of the 2017 Budget & Fee Structure.

Discussion: Treasurer Alsenas reported that due to the unknown costs associated with obtaining the services of a new Secretariat, he was not able to propose a 2017 Budget & Fee Structure. It was decided that the Treasurer should anticipate that ARESKA would be contacting the USNC General Secretary about its interest in being considered for the assignment as the US Secretary for the USNC/IECRE. If approved by CAPCC, it is anticipated there would be a decrease in the Secretariat fee, and so the overall 2017 Budget & Fee Structure should come in below the

2016 Budget & Fee Schedule. The Treasurer noted that the 2016 budget included the cost of a 135 labor hour shortfall in 2015 (i.e., \$21,060) and provided up to 265 hours of Secretariat support in 2016.

ACTION: For the Treasurer to present a 2017 budget using the 2016 Budget & Fee Schedule as a baseline with the expectation of reducing overall Secretariat expenses by \$12,000 - \$15,000 and to factor building up reserve funds to cover the cost associated with dissolving the committee.

ACTION: For the Secretary to provide the Treasurer an updated financial report around October 15, 2016.

3. Overdue Membership Invoices

The Secretariat reports that it has been unable to collect 2016 USNC/IECRE Membership Dues from the following four (4) members:

EDP Renewables North America LLC	\$2,600.00
Small Wind Certification Council	\$4,750.00
SNMRE	\$4,750.00
Urban Green Energy	\$1,850.00

These membership dues has been outstanding for more than 200 days. In accordance with the USNC/IECRE Rules of Procedure, Section 2.2.5, the committee can move to terminate membership for failure to perform duties.

ACTION: To terminate the membership of EDP Renewables, Small Wind Certification Council, SNMRE and Urban Green Energy for failing to perform duties.

Discussion: It was noted that Small Wind Certification Council had merged with the Solar Rating & Certification Corp. (SRCC), a member of the International Code Council. Regarding Urban Green Energy, it was noted that Scott Van Pelt had left the company and that Joseph Spossey would provide a contact. Dan Brake agreed to contact EDP Renewables North America. Regarding SNMRE, Gabe Alsenas reported that payment was issued to NEMA in May. The Secretary reported that the Secretariat would move forward to void the outstanding invoices and deactivate user accounts.

Note: Secretary contacted each of the members with outstanding dues that committee membership would terminate on Friday, September 16 if payment is not received. Regarding Urban Green Energy, CEO Nick Blitterswyk responded on September 2, 2016 that due to very big changes, culminating in splitting of their solar and wind business, that they would not be renewing 2016 membership.

G. SECRETARIAT

Chairman Kelly to present a proposal from Robert Sherwin, Director of the American Renewable Energy Standards and Certification Association, Inc., a Vermont 501(c) (3) non-profit corporation located in Norwich, VT, to take the Secretariat of the USNC/IECRE.

ACTION: For consideration.

Discussion: Chairman Kelly reported that at the September 2015 USNC/CAPCC meeting, NEMA informed the officers, with Sandy Butterfield in attendance, of its intent to relinquish its role as the USNC/IECRE Secretariat. Since then, the Officers have been actively looking for alternatives, having approached several associations. The matter was discussed at the US Wind Energy Standards Summit – 2016, hosted by the National Renewable Energy Laboratory on February 25-26, 2016, with attendees from the three industry sectors involved with IECRE.

The USNC General Secretary, Tony Zertuche, then reported that on August 11, 2016 that NEMA had officially informed the USNC officers that it would not seek a second three (3) year term as Secretariat of USNC/IECRE and would relinquish the role sooner if requested to do so or when the committee exhausted its funds. He then reported that a notice was published in ANSI Standards Action regarding NEMA's intent to relinquish USNC/IECRE Secretariat, requesting anyone interested in the assignment to respond to him by September 7. Any nominations received will be forwarded to the USNC/IECRE for endorsement. Mr. Zertuche concluded that the USNC/CAPCC would be the approving authority regarding the selection of the Secretariat. Once approved, the USNC/IEC statutes require that an MOA specifying the role and responsibility of the Secretariat be established between ANSI and the new Secretariat.

Dan Brake then presented a Power Point presentation to the committee addressing the transition of the Secretariat, recommends engaging the services of the American Renewable Energy Standards and Certification Association ([ARESCA](#)), see attachment. ARESKA Board of Directors is comprised of USNC/IECRE Officers George Kelly, Robert Sherwin, Gabriel Alsenas and Jonathan Colby; members Dan Brake, C.P. Butterfield, Wallace Ebner and Brian McNiff; and ex-member William Holley. Dan Brake is the ARESKA President with George Kelly is the Secretary.



ANSI StdsAction.pdf



transition of
secretariat.pdf

II. SECTOR ACTIVITIES (OMC LEVEL)

A. ME-OMC

Discussion: ME-OMC Head Delegate Gabe Alsenas reported that the ME-OMC members are requested to provide comments on the draft ME-OMC Rules of Procedure (ME-OMC/039/DC), by 2016-09-06. USNC/IECRE ME Sector members are asked to review the document and provide comments. Given the shortness of time, he noted that the USNC/IECRE ME Sector comments will not be circulated to the full committee for approval. Once approved by the USNC/IECRE ME members, the draft procedures will be balloted to the IECRE MBs with a 3-month approval period. Regarding ME Sector generated income to support REMC operations is anticipated to start in 2017. The next meeting of the ME-OMC is scheduled for March 20-21, 2017, Madrid, Spain.

ACTION: For the Secretary to issue a letter ballot to WE-OMC members asking them to review and provide comments regarding ME-OMC/039/DC.

Note: Ballot issued on 8/29 with a September 2, 2016 close date.

Jonathan Colby then requested the committee to endorse the ME Sector's request to host the 2018 ME-OMC meeting in the US. A motion was made by Bob Sherwin, seconded by Brian Hill and

VOTED: That in principle, the USNC/IECRE supports hosting the 2018 ME-OMC meeting in the US with the understanding that it would not impose any obligations, financial or otherwise, on the committee.

B. WE-OMC

The next WE-OMC Meeting is scheduled for October 28, 2016 in Florida.

Discussion: Bob Sherwin reported that the WE Sector is reviewing the WE-OMC Operating Procedures, associated clarification sheets, peer assessment procedure and the proposed 2017 budget in order to foster the transition from 61400-22, *Conformity testing and certification*, to the WE-OMC documents. Documents under consideration are WE-OMC/077/DFA and WE-OMC/079/INF.

C. PV-OMC

PV-OMC Meeting Scheduled for October 26, 2016 in Florida

Discussion: Chairman Kelly reported that a US position would be required regarding PV-OMC/053/DV, PV-OMC/055/DV and PV-OMC/057/DV. Member Body votes are due by September 22 to the IECRE Secretariat. He recommended that the PV-Sector members have their position on the documents ready by September 10, but this would only allow the full committee 2-weeks to review and approve the voting documents. Instead, a motion was made by George Kelly, seconded by Bob Sherwin, and

VOTED: For the USNC/IECRE to recommend approving PV-OMC/053/DV, PV-OMC/055/DV PV-OMC/057/DV, REMC/063/DV and REMC/061/INF without comment. (6, 3, 2)

Note: Of the three members which abstained, UL wished to be recorded as abstaining on REMC/063/DV and ITS on REMC/061/INF and REMC/063/DV.

Comment: Regarding REMC/063/DV, for the US REMC Head Delegate George Kelly to verbally comment during the meeting that definitions be forwarded to WG001 for inclusion into IECRE Acronyms, terms and definitions.

On August 25, a revised PV-OMC agenda PV-OMC/049A/DA for the PV-OMC meeting scheduled for October 25-26, 2016. Of interest is the German MB questions regarding IECRE 04 & OD-407, see PV-OMC/065/INF, specifically concerns with the privacy of the gathered data. The committee agreed to allow the US Head Delegate to respond to those concerns during the PV-OMC meeting.

III. REMC 2016 ANNUAL MEETING

A. REMC Annual Meeting

ACTION: To review the 2016 REMC meeting materials and develop U.S. National positions.

8.1 To approve the assessment report template for RECBs

Discussion: It was agreed to track the future development of the assessment form for inspection and registration bodies. It is believed the assessment team will be comprised of peers from inspection and registration bodies.

8.2 To approve the assessment report template for RETLs Draft OD-005 Ed.1

Discussion: It was agreed to support Draft OD-005.

B. Appoint Delegates to REMC Meeting

Discussion: It was decided that the REMC Delegates would be as follows: George Kelly (Head), Gabe Alsenas, Bob Sherwin. REMC Observers are: Dan Brake, Troy Hewitt (ITS) and Brian Hill.

PV-OMC Delegates: George Kelly(Head), Sumanth Lokanath, Sarah Kurtz
Observers: Troy Hewitt, Sunny Rai, Ray Immelman

WE-OMC Delegates: Bob Sherwin (Head), Wallace Ebner, Brian Hill
Observers: Dan Brake, Dan Bernadett, Toby Gillespie

ACTION: For the Secretary to circulate the list of delegates to the committee and sector leaders are responsible for approving additional observers.

ACTION: For the Secretary to determine if Wally Ebner and Ted Reguly wish to represent the U.S. on SG553, and if so, to issue a ballot to approve them.

Note: Request to Wally Ebner and Ted Reguly sent to them on 9/13/2016.

C. USNC/CAPCC Report

Discussion: Chairman Kelly briefed members regarding the USNC/CAPCC Report. Several changes were made and the final report was sent to USNC General Secretary.

D. IECRE 02 - Rules of Procedure (RoP) (REMC/068/DV)

Discussion: It was noted that WG001 had approved the Basic Rules back in Oct 2015.

ACTION: For the Secretary to issue a ballot, allowing comments for YES votes to approve REMC/066/DFA and REMC/082/DFA. Members are asked to review and to submit comments to the Secretary by September 7th. If comments are substantive, the member would be requested to not submit a "YES" vote and then the committee would address the comment prior to the October 3rd comment deadline.

Note: Ballot issued on 9/7/2017 with a close date of 9/21.

E. Approval of OD-002 Ed. 2 (REMC/078/DV)

Discussion: The Chairman asked members to provide comments regarding REMC/078/DV.

ACTION: For the Secretary to ballot REMC/078/DV to members asking for comments. Following the close of the comment period, the Chairman will review and approve the comments for submission to IECRE.

Note: US position sent to REMC Secretary on 9/7/2016.

F. ME-OMC, PV-OMC & WE-OMC Vice-Chair Appointments (REMC/064/DV)

ACTION: To consider nominations for ME-OMC, PV-OMC, and ME-OME Vice-Chair.

Discussion: The Chairman reported that the first appointments as Vice-Chair agreed to an abbreviated one year term of office to accommodate the need for staggered officer terms. Each has indicated a willingness to serve a second and final term. A motion was made by Jonathan Colby, seconded by Dan Brake, and

VOTED: To approve the re-nominations for ME-OMC, PV-OMC and ME-OMC Vice-Chair position.

Note: USNC/IECRE response submitted on 8/30/2016.

G. WE-OMC Wind turbine type certificate template ([WE-OMC/065/DV](#))

Of the 23 eligible voting members, 15 members cast their ballot regarding WE-OMC/065/DV. Of those, 10 voted affirmative, 1 voted negative w/comment and 4 abstain. Vice Chair Bob Sherwin will address the following comment:

Discussion: UL agrees in principle with the proposed draft certificate layout for WE Type Examination Certificates. Our negative ballot reflects only on content related to provisional certificates and its lack of clarity from a full Type Examination Certificate. These comments are provided as a negative ballot as affirmative ballots are not allowed to include additional comments.

As there is a lack of clarity between Type Examination and Provisional Type Examination in this draft template, UL proposes the inclusion and modification of the certificate as follows:

Submitter
Proposed
Solution

1. For Provisional Type Examination Certificates:
 1. Watermark the certificate with the word "Provisional". This will clearly inform the recipient of

- the status of the certificate.
2. Add a field named "Condition of Provisional Certificate" where an explanation can define the reason behind the status of the certificate being provisional.
 3. Add a field of expiration which end dates the provisional certificate with the intent of certificates to progress to Type Examination Certificates.
 4. Modify the numbering nomenclature for certificates so that the designation "TC" is retained for Type Examination Certificates only. Provisional Type Examination Certificates may carry the nomenclature "PTC" or similar.

Discussion: Bob Sherwin noted confusion in the marketplace regarding provisional vs type certificates. He explained that the wind industry uses terms "Prototype Certificate" and "Design Certificate", not "Provisional Certificate" and agreed to have the matter discussed at the upcoming WE-OMC technical committee meeting. Regarding clarification between the terms "Provisional vs Prototype", Bob Sherwin agreed to take up the matter with the Danish National Committee on behalf the US.

ACTION: To submit UL's comment as the US Comments to IECRE and WG501 Convenor.

Note: US comment provided to both IECRE Secretary and Leo Jensen, Convenor of WG501.



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Comment_on_WE-OM

IV. OTHER BUSINESS

A. Approval of Joseph Spossey (Global Wind Team Technical Manager) as the Intertek voting representative.

ACTION: To approve Joseph Spossey as Intertek's voting representative.



Joseph M
Spossey_CV_abbrev_

Discussion: A motion was made by Jonathan Colby, seconded by Steven Margis and

VOTED: To replace Troy Hewitt with Joseph Spossey as the Intertek voting representative.

ACTION: Chairman Kelly agreed to review the committee's membership due structure in order to address adding a new voting representative and will call on Intertek to confirm whether Joseph Spossey is replacing Troy Hewitt.

B. First Solar Voting Representative Sumanth Lokanath requests approval of Robert Cornell (First Solar) as US Expert to PV-OMC WG 401, Rules of Procedures, PV-OMC WG 402, Assessment Procedures and REMC WG 007, Personnel Certification.

ACTION: To approve Robert Cornell as US Expert to PV-OMC WG 401, Rules of Procedures, PV-OMC WG 402, Assessment Procedures and REMC WG 007, Personnel Certification.

Discussion: A motion was made by Jonathan Colby, seconded by Bob Sherwin and

VOTED: To approve Robert Cornell as US Expert to PV-OMC WG 401, Rules of Procedures, PV-OMC WG 402, Assessment Procedures and REMC WG 007, Personnel Certification.

Note: Request submitted to IECRE on 9/13/2016.

C. Sector Responsibility (ME, WE, PV)

Discussion: The committee noted that its sector groups are not functioning as initially envision. When sector documents are released from IECRE for member body input, the sector leader is to review the documents in consultation with sector members, develop a consensus position that is then shared with the full committee to aid it in reaching a national position. The problem is with trying to fit in sector group meetings or sector reviews as the international counterparts, which are being led by the US sector leader are meeting on a weekly basis. A suggestion for broadening participation and distribute the work load, was to prohibit sector leaders from being committee officers. Another suggestion was to propose to the IECRE that a weekly list be compiled of released documents for distribution to the member bodies and that the list be broken down by industry sectors.

Regarding the process for reaching a US position going forward, the committee discussed having all documents be distributed to full committee. Sector leaders, i.e., George Kelly-PV, Robert Sherwin-Wind and Gabe Alsenas-Marine, over a four (4) week period would be responsible for the coordination within their sector membership regarding sector specific documents. Sector leaders will facilitate discussion within their sector in order to seek a consensus position. The Sector position is then forwarded to the USNC/IECRE Secretary for circulation to the committee for a four (4) weeks comment and approval period. The

USNC/IECRE Chair would then be responsible for resolving any conflicting comments for a final submission to IECRE.

ACTION: For the Chairman to submit an agenda item for REMC to provide weekly list of released documents and have it submitted prior to the deadline for agenda item submission.

ACTION: For Jonathan Colby to develop a proposal to revise the USNC/IECRE Operating Procedures to address circulation, voting and commenting on IECRE related documents.

V. MEETING SCHEDULE

USNC/IECRE Meeting Schedule and Associated Meetings		
8 Apr 2016	IECRE ME-OMC Meetings	Tokyo, Japan
11-15 Apr 2016	TC 114 Marine Energy	Guangzhou, China
19 Apr 2016	WE-OMC SG meetings	Jeju, Korea
20-24 Apr 2016	TC 88 Wind Energy	Jeju, Korea
21-22 April 2016	IECRE PV-OMC Meetings	Jeju, Korea
17-19 May 2016	USNC/CAPCC-TMC-Council	FM Approvals, Norwood, MA
13 Jun 2016	IEC CAB	Switzerland (Geneva)
16 June 2016	USNC/IECRE - Delegate debrief of PV/ME/WE OMC Mtgs	Conference Call
24-25 August 2016	USNC/IECRE - Establish the U.S. position on 2016 REMC agenda items for Florida	NEMA Conference Center, Washington, DC
1 Sep. 2016	USNC/CAPCC-TMC-Council	(IEEE Withdrew membership) Dell, Austin, TX
25-26 Oct 2016	IECRE PV-OMC Meeting	Florida, USA
24-25 Oct 2016	2016 REMC Annual Meeting,	Florida, USA
27-28 Oct 2016	IECRE WE-OMC Meeting	Florida, USA
29 Nov 2016	USNC/IECRE Conference call- Recap of REMC and budget approval	Conference Call 11:00 – 1:00 PM, ET

Attached is the timeline for scheduling meetings in 2017.



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VI. ADJOURNMENT

The meeting adjourned at 2:30 pm on August 25, 2016.