



## IEEE Seattle PES Chapter Executive Committee Meeting Minutes

6:30pm – 8:00 pm, January 24, 2017 (Tuesday)

**Attendees:** Marcelo Elizondo, Darrell Ross, Eric Sortomme, Kevin Schneider, Max Emrick, Gwendoly Espe, Miguel Ortega-Vazquez, Mahmoud Ghofrani

Action items marked with “**(AI)**” at the beginning the line.  
Motions are marked with “**(MO)**” at the beginning of the line.

- Open the meeting: 6:35pm
- Introductions
- Review minutes of last meeting’s action items (Secretary)
  - a. Darrell will look into website competition.
    - i. Mentioning the website in the end-of-year report is supposed to enter us into the competition.
    - ii. Darrell sent an email to the coordinators to see why we haven’t ever received an award given our website has been better than many receiving the award.
  - b. Darrell will post photo event follow-ups to website.
    - i. Has been going well.
    - ii. Missing Grand Coulee Dam 2016 Followup
    - iii. **(AI)** Kevin will get some photos to Darrell to do Grand Coulee Dam 2016 Followup
  - c. Max will contact Darrell about NWESS email list additions.
    - i. Darrell thinks this was completed but is unsure.
    - ii. **(AI)** Darrell will research if NWESS email subscription to PES2 has been completed.
  - d. Darrell will coordinate with Rich and Max to add NWESS attendees to mailing list
    - i. **(AI)** Max will get a welcome letter to Darrell for NWESS email subscription to PES2.
  - e. Darrell will review instructions for embedding PDFs and images into events on our website.
    - i. PDF emailed to everyone.
  - f. Darrell will continue to test new mailing list in preparation for move
    - i. Ownership of the PES2 list is available to any UW student. Since Darrell is currently a student, he has ownership but he graduates in June 2017.
    - ii. **(AI)** Darrell will move PES2 mailing list to IEEE ListServ before he graduates in June 2017.
- Current financials (Treasurer Report)
  - a. **(AI)** Max will learn new PayPal system.



- b. **(MO)** Kevin motions to approve the treasurer report. Darrell Seconds. Motion passes (8/0/0)
- Review of recent events
  - a. YPN meetings (Adbur)
    - i. YP Corporate Mixer hosted at Rising Star Conference in early January
    - ii. Well received and invited to do it next year.
  - b. PES SIGHT meetings (Steve/Eric)
    - i. Meetings ongoing. Still have great attendance.
    - ii. Had a small emergency where the Virtual Server went down for a few hours but all is well. ([www.kw4h.org](http://www.kw4h.org)).
  - c. NWESS (Max)
    - i. First planning meeting is Wednesday, February 22, 2017
    - ii. **(AI)** Kevin will invite Darrell and Eric to NWESS
  - d. Siemens Tech Talk (Max)
    - i. **(AI)** Darrell will followup with Max to create a Siemens followup for the website.
- WIE (Gwen)
  - a. Gwen attended a WIP forum in Boston with 200-300 people. She was the only person from the west coast in attendance. Focus on soft skills and communication. Women can be shy – encouragement to not apologize and to speak up. Workshop on perception of men and women in meetings.
  - b. Possibility of doing an event similar here.
  - c. **(AI)** Gwen will look into planning an event focused on the WIE audience.
  - d. **(AI)** Eric and Darrell will work with Gwen to create a new mailing list on the IEEE listserv for local WIE activities.
- IEEE-USA (Marcelo)
  - a. Follow-up on support to Senator Maria Cantwell
    - i. Marcelo reached out to them to express support and they responded that they have interest too. They mentioned they might be able to give a talk. We need to ensure all interactions are free of any conflicts of interest. Point of contact is part of the IEEE so that is helpful.
    - ii. **(AI)** Marcelo will connect Eric with the contact at IEEE-USA.
- IEEE Seattle Section coordination
  - a. Funds that Section should transfer to chapter
  - b. Attendance to their meetings (volunteers each moth)
    - i. **(AI)** Eric will attend February IEEE Seattle Section meeting and talk about the budget.
    - ii. **(AI)** Max will attend March IEEE Seattle Section meeting and pitch NWESS.
- PES Ambassador Group (Marcelo)
  - a. Interest in planning activities for retiring people or mentor younger members, support student activities, promote PES retiring members' events, identify and promote PES ambassadors as PES Distinguished Lecturers, and more.



- b. **(AI)** Marcelo will handoff communication with Ambassador group to Max
- Plan for upcoming events
  - a. Events plan
    - i. January – YP Bowling with Recruiters (Abdur)
      - 1. Bowling this weekend in Kirkland.
    - ii. January 31, 2017 – Gwen and Marcelo will give talk on IEEE PES at Miguel's Professional Issues course.
    - iii. February – Henry Louie DLP Talk
      - 1. **(AI)** Eric will coordinate day with Henry for his DLP talk.
    - iv. March – Transformer course (Max)
      - 1. Good learning experience on vTools
      - 2. Tacoma Power has been great. They are providing location free of charge and registered several people.
    - v. March – Mock interviews (Miguel)
      - 1. Miguel will begin organizing this soon.
    - vi. April - Neno Novakovic (UTC Aerospace Systems) (Marcelo)
      - 1. Modern aircraft electric power distribution system
      - 2. Lightning effects on composite aircraft
      - 3. Neno is happy to give a talk in April on modern power distribution system in airplanes.
      - 4. **(AI)** Darrell and Marcelo will work with Neno on airplane distribution power systems talk.
    - vii. Summer - Grand Coulee Dam VIP Hardhat Tour (Eric)
      - 1. Still too early to talk to them. Will look into doing a modified tour this time around.
  - b. Events under consideration
    - i. PSE Glacier Battery project (Max)
    - ii. SnoPUD new Flow Battery Tour (Marcelo and Kevin)
      - 1. **(AI)** Eric will talk to Jason at SnoPUD about tour of new Flow Battery.
    - iii. Georgetown Steamplant (Kevin)
      - 1. Kevin is waiting for a response.
    - iv. Membership Talk
      - 1. **(AI)** Eric will talk to Henry about a PES membership talk.
    - v. Dinner with EXCOM and PES scholarship participants (Eric)
      - 1. Three of the scholarship recipients are in our area.
      - 2. Possibly do event in April or May.
- Awards (Marcelo)
  - a. Giving 2016 Outstanding Engineer and 2016 Outstanding Educator awards at NWESS (Marcelo/Max)
    - i. Sarah Davis (Outstanding Young Engineer)
    - ii. Steve Szablya (Outstanding Engineer)



- iii. **(AI)** Kevin will train Marcelo on being the awards chair.
- iv. **(AI)** Darrell will work with Kevin and Max to post special award notice on website with photos.
- Website(Darrell)
  - a. **(AI)** Darrell will update website with new officer information.
- Action items for next meeting
  1. **(AI)** Kevin will get some photos to Darrell to do Grand Coulee
  2. **(AI)** Darrell will research if NWESS email subscription to PES2 has been completed.
  3. **(AI)** Max will get a welcome letter to Darrell for NWESS email subscription to PES2.
  4. **(AI)** Darrell will move PES2 mailing list to IEEE ListServ before he graduates in June 2017.
  5. **(AI)** Max will learn new PayPal system.
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  11. **(AI)** Eric will attend February IEEE Seattle Section meeting and talk about the budget.
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  13. **(AI)** Marcelo will handoff communication with Ambassador group to Max
  14. **(AI)** Eric will coordinate day with Henry for his DLP talk.
  15. **(AI)** Darrell and Marcelo will work with Neno on airplane distribution power systems talk.
  16. **(AI)** Eric will talk to Jason at SnoPUD about tour of new Flow Battery.
  17. **(AI)** Eric will talk to Henry about a PES membership talk.
  18. **(AI)** Kevin will train Marcelo on being the awards chair.
  19. **(AI)** Darrell will work with Kevin and Max to post special award notice on website with photos.
  20. **(AI)** Darrell will update website with new officer information.
- Tentative date for the next meeting: April 19, 2017?
- Close the meeting: 8:00pm
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