

Standards Committee of the Board (SCB) MEETING MINUTES

PLACE OF MEETING: Online
Dial-In: 1 872 240 3311
Code: 181 072 717
Join the meeting: <https://global.gotomeeting.com/join/181072717>

DATE OF MEETING: Friday, May 28, 2021
3:00 PM – 4:00 PM (Eastern Time)

PRESIDING OFFICER: Brian McNiff, Chair

I. ADMINISTRATION

A. Chair's Introductions & Announcements (refer to section C)

B. Review of Antitrust & Meeting Guidelines (Secretary)

The secretary read the ARESCA guidelines which are applicable.

C. Quorum Determination and Roster Review

The committee presently consists of 6 voting members. At least 50% of the voting members need to be present to constitute a quorum to establish a duly constituted meeting for the purpose of conducting business.

Present: Steve Hogan, Jonathan Colby, Bob Sherwin (ex officio), George Kelly (secretary)

Brian is presently unable to attend due to medical condition.

Absent: Dan Brake, Sandy Butterfield, Brian McNiff (chair), Sumanth Lokanath

Active participation of SCB members was discussed. We also discussed changing the number of members allowed in the rules but decided not to change at this time. Bob and George will reach out to the absent members and determine their future intentions.

Brian is presently unable to attend due to a medical condition. Bob is acting on behalf of the ARESCA Board in accordance with section 2.3 of the procedures.

A **motion #1** was made and seconded to determine the presence of a quorum in accordance with section 4.3.1 of the procedures.

D. Review/Approve Agenda (Chair)

The meeting agenda was accepted with no changes.

E. Acceptance of Previous Minutes

Minutes of the May 7 meeting were accepted without comment.

II. NEW BUSINESS

The following agenda items were assigned by the ARESCA board (May 14):

A. *Identify a permanent vice chair (possibly from outside ARESCA).*

Jonathan volunteered to fill the role temporarily until Brian is back and more members are added to the SCB.

A **motion #2** was made, seconded and approved to recommend this to the ARESCA board.

B. *Identify any additional candidates for the SCB.*

A **motion #3** was made, seconded and approved to make a recommendation to ARESCA board to invite 4 new members:

1. Kerry McManama
2. Kyle Wetzel
3. Lars Samuelsson
4. Alton Payne

Would like to nominate more people (especially from offshore wind sector) but rules presently limit the SCB to 10 members. Also discussed adding and/or changing Interest Categories defined in Annex A.

Bob recommended that we recruit people familiar with cybersecurity as this is becoming increasingly important for RE.

C. *Establish a roster as described in section 2.2.2 of the procedures.*

SCB Roster (attachment)

ACTION: George will update document for review at next meeting.

D. List ALL other actions required to start on offshore standards.

1. See the contract from NREL which specifies tasks. (Includes new item about reviewing IEC standards for US adoption).
2. Recruit new SCB members who are directly involved in offshore standards. (Dominion Energy?)
3. Propose the formation of a subordinate group according to the ARESA procedures, with BNOW managing the subordinate group (as they already do).
4. Ask ANSI if we can submit PINS before formalizing stakeholder group.

E. Formalize an agreement with BNOW/NREL/BSEE to use existing web-based collaboration tools (ASTM Compass).

This will be formalized through the expected contract from NREL.

F. Discuss whether we need to publish a call for Technical Subcommittee members outside the US TAG (use existing lists for OWTAP, Standards Summit and Cyber Workshop.)

Bob says BNOW will continue to do things like this.

III. OLD BUSINESS

A. OPEN ACTION: George will ask Dennis to create SCB page on ARESA webpage; then upload minutes and SDO procedures.

B. OPEN ACTION: Brian to develop budget for starting work on offshore standards.

C. ACTION ITEM REVIEW (Chair)

1. George will finalize roster with all details specified in procedures.
2. Bob will report SCB recommendations to the ARESA board.

IV. ADJOURNMENT 3:48pm