

## 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, August 20, 2021  
3:00 PM – 4:00 PM (Eastern Time)

**PRESIDING OFFICER:** Brian McNiff, Chair

### I. ADMINISTRATION

A. Chair's Introductions & Announcements (none)

B. Review of Antitrust & Meeting Guidelines

The secretary read the ARESCA guidelines which are applicable.

C. Quorum Determination and Roster Review

The committee presently consists of 10 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: Jonathan Colby (vice chair), Bob Sherwin (ex officio), Alton Payne, Lars Samuelsson, Kyle Wetzel, Kerry McManama, George Kelly (secretary), Sumanth Lokanath (observer)

Absent: Brian McNiff (chair), Steve Hogan, Dan Brake, Sandy Butterfield, Toby Gillespie

A quorum was present (5 of 10 voting members). Jonathan convened and ran the meeting in Brian's absence.

D. Review/Approve Agenda

The meeting agenda was accepted with the addition of items from Kyle and Bob.

E. Acceptance of Previous Minutes

Minutes of the July 30 meeting were accepted with one comment from Kerry.

## II. NEW BUSINESS

### A. National Adoptions Subcommittee:

- i. A **motion** was made and seconded to nominate Kyle Wetzel as subcommittee chair. The vote was unanimous for confirmation.
- ii. George and Kyle to issue a public notice to invite new members to each consensus body (National Adoptions Subcommittee and Offshore Wind Safety Subcommittee).
  1. Bob reminded us that the TC88 US TAG can be the consensus body.
  2. Jonathan clarified the rules about ARESCA being both the TAG administrator and the responsible SDO.
  3. **ACTION:** need to clarify quorum requirements for the Subcommittee (if not the same as the TAG).
  4. George presented a draft for discussion, and a few edits were made. **ACTION:** George will circulate the announcement to the TAG via email and request that ANSI also publish in Standards Action.
  5. Kyle outlined his understanding of how the Subcommittee would operate for adoptions either with or without national differences. Any national differences proposed must be substantive.
  6. This will lay the groundwork for future work with the TC114 TAG.
  7. We also need to sign a publication agreement with ANSI. **ACTION:** Bob and George to ask Tony Zertuche for exact steps.
- iii. Review list of standards already authorized for adoption. George prepared a summary for discussion.
  1. Kyle asked if the permissions we granted to AWEA in the past are still valid for ACP. He suggests that we rescind permission (if possible) for standards that have not made sufficient progress.
  2. Bob talked with Brian Kramak at ACP and confirmed that ARESCA will not grant any further permissions to ACP. Also that we will oppose reaffirmation of the obsolete version of 61400-12-1.
  3. **ACTION:** Kyle to arrange offline discussion with Bob and George to discuss priorities for national adoptions.

B. Offshore Wind Safety Subcommittee:

- i. Collect necessary information (Scope) to submit PIN to ANSI (George, Brian) – George circulated draft (no responses yet).
  1. Bob discussed with Walt Musial; contract is being discussed between NREL and BSEE.
  2. Bob was asked to make presentation for next week's ACP meeting, showing how ARESKA fits into standards development process for offshore wind.
  3. Bob will report results at ARESKA board meeting next Friday.
- ii. Need to appoint a chair for this Subcommittee. No candidates identified yet.
- iii. Create a small subcommittee of safety experts (Bob, Lars) – Lindsay Wetzel has volunteered.
- iv. Research existing standards which could be quickly adopted. Research UK effort on this same topic (Bob, Lars) – Lars circulated ISO & API standards to the SCB.

C. Other:

- i. Bob reported on discussion with Jeroen (TC88 chair) who is happy to have ARESKA working on these standards.

**III. OLD BUSINESS**

The following items were held over from previous meetings:

- A. **OPEN ACTION:** Brian to develop budget for starting work on offshore standards. (**On hold** pending details from NREL; Brian will review previous spreadsheet.)
- B. **OPEN ACTION:** Identify a permanent vice chair, possibly from outside ARESKA. (**On hold** pending further developments.)

**IV. ACTION ITEM REVIEW (Chair)**

1. **ACTION:** Kyle and George to clarify quorum requirements for the National Adoptions Subcommittee (if not the same as the TAG).
2. **ACTION:** George will circulate the announcement to the TAG via email and request that ANSI also publish in Standards Action.
3. **ACTION:** Bob and George to ask Tony Zertuche for exact steps to sign a publication agreement.

IV. **ADJOURNMENT** 4:00pm