

## 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, September 10, 2021  
3:00 PM – 4:00 PM (Eastern Time)

**PRESIDING OFFICER:** Kyle Wetzel

### 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), Toby Gillespie, Steve Hogan, Alton Payne, Lars Samuelsson, Bob Sherwin (ex officio), Kyle Wetzel

Absent: Brian McNiff (chair), Dan Brake, Sandy Butterfield, Kerry McManama, George Kelly (secretary)

A quorum was present (6 of 10 voting members). Kyle convened and ran the meeting in Brian's absence, as Jonathan joined the meeting late.

**D. Review/Approve Agenda**

The meeting agenda was accepted without additions.

**E. Acceptance of Previous Minutes**

Minutes of the August 20 meeting were accepted without objection or

comment.

## II. **NEW BUSINESS**

### A. National Adoptions Subcommittee:

- i. Kyle noted the issuance of the public notices inviting new members to the National Adoptions Subcommittee and Offshore Wind Safety Subcommittee and suggested that he, Bob, and Lars attempt to start forming these committees before the October 1 SCB meeting. Bob and Lars agreed.
- ii. Bob noted that he and George were waiting for follow-up from Ann Caldas at ANSI regarding a call to discuss the procedures, quorum, and publication agreement. Kyle asked to be added to this call if available.
- iii. The group discussed the spreadsheet “National Adoptions.xlsx”.
  1. Kyle will discuss the organization of this sheet with George and Bob offline to clarify the intent with respect to all standards as it relates to ARESKA
  2. Kyle proposed that the NA Subcommittee work to prioritize the 61400 standards with respect to adoption as national standards by ARESKA and present this prioritization to the SCB during the October 1 meeting. The consensus of members participating in the meeting was that this was advisable.

### B. Offshore Wind Safety Subcommittee:

- i. Bob explained that the efforts to collect necessary information (Scope) to submit PIN to ANSI is on hold pending the completion of the agreement between BSEE and NREL.
- ii. Alton explained that this agreement should be executed shortly.
- iii. Bob explained that based on the current draft of the agreement, there will only be two PINS related to ARESKA.
- iv. Bob noted that we should be able to close this item during the next SCB meeting October 1.
- v. Bob agreed that it would be good to kick off the technical subcommittee of safety experts soon.
- vi. The group agreed that it would be good to move further consideration of existing standards related to offshore safety into

the subcommittee and remove the topic from future consideration at the SCB level.

**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 ARESCA.

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

- 1. **ACTION:** Kyle, Bob, & Lars to Constitute the NA & OWS Subcommittees as soon as members are identified
- 2. **ACTION:** George, Bob, Kyle to Call Ann Caldas about ANSI issues (procedures, quorum and publication agreement)
- 3. **ACTION:** Kyle & NA Sub to create prioritized list of IEC 61400 standards for adoption as American national standards
- 4. **ACTION:** George, Brian to Collect necessary information (Scope) to submit Offshore Wind Safety PINS to ANSI
- 5. **ACTION:** Lars et al. to move research on existing OWS standards to OWS subcommittee
- 6. **ACTION:** Brian to finalize budget for starting work on offshore standards.

**IV. ADJOURNMENT 3:55 PM EDT**