

## Standards Committee of the Board (SCB) MEETING MINUTES

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

**DATE OF MEETING:** Friday, November 12, 2021  
3:00 PM – 4:00 PM (Eastern Time)

**PRESIDING OFFICER:** Jonathan Colby

### 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 (chair), Kyle Wetzel, Bob Sherwin (ex officio), Kerry McManama, Steve Hogan, Alton Payne, George Kelly (secretary)

Absent: Toby Gillespie, Lars Samuelsson, Brian McNiff, Dan Brake, Sandy Butterfield

A quorum was present (5 of 10 voting members).

**A motion** was made and seconded to approve Jonathan Colby as the new SCB Chair. The motion was approved unanimously.

Decided to change meeting time to 1:00pm (still every third Friday). To accommodate holidays, will move the December 3 meeting to December 17 and cancel the December 24 meeting.

**D. Review/Approve Agenda**

The meeting agenda was accepted without additions.

**E. Acceptance of Previous Minutes**

Minutes of the October 22 meeting were accepted without objection or comment.

**II. NEW BUSINESS**

**A. SCB Operating Procedures**

- i. Need to publish Public Notice in ANSI Standards Action.
  - 1. **OPEN ACTION:** George to submit request

**B. National Adoptions Subcommittee:**

- i. No feedback from ANSI on publication agreement.
  - 1. George will call LeeAnne Lowery
- ii. Invitation was sent to TAG members to join consensus body.
  - 1. Have 7 volunteers so far (including Kyle); initial balance is good. Bob, Alton and Jonathan asked to be included as well.
- iii. First meeting will be on Dec 2; agenda will be to establish work procedures and review list of standards recommended for adoption.
- iv. Prioritize according to what will actually be used in US industry
  - 1. Kerry asked which standards are most urgently needed by regulators
  - 2. BOEM is pushing for quick references to existing standards which are relevant to offshore wind
- v. Reviewed list of standards for prioritization.
  - 1. -1 (ACP still struggling – not really an ARESKA project)
    - a. Bob and Paul Veers will lead effort to resolve final comments and complete publication. (Dan resigned as project leader.)
    - b. Bob will contact Sabrina Morelli to determine exact details of what is left to do.
  - 2. First priority - NAS to confirm there are no national differences required (target by mid-January)
    - a. -4
    - b. -12-4
    - c. -3-1
    - d. -50-3 (not yet published; simultaneous adoption?)

- e. -3-2 (adoption of published TS)
  - i. New edition (IS) at CD stage; probably won't be published for at least 2 years
  - ii. need to coordinate adoption with ACP OCRP-2
  - iii. Kyle, Bob and Lars to discuss specific strategy
- 3. Second priority – will require national differences; need to recruit specific experts
  - a. -2 (Brent Summerville)
  - b. -26-1 (ACP already has PIN; would need to coordinate)
  - c. -24 (ACP already has PIN; stalled since 2017)
  - d. -15-1 (expect CDV in January; simultaneous adoption?)
  - e. -26-4 (not yet a CD, but worthwhile to PIN)

C. Offshore Wind Safety Subcommittee:

- i. Still need to identify a subcommittee chair; on hold for now until we have more clear guidance
- ii. Contractual relationships still not confirmed between NREL/BSEE/BOEM
  - 1. Alton says the proposal was dropped to include funding for publication of US national standards based on IEC
  - 2. Bob thinks NREL may have funding, but their budget is not finalized yet

**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:** George to submit request to publish Public Notice of SCB meetings in ANSI Standards Action.
2. **ACTION:** George to follow up with Leeane Lowry for publication and royalty agreements.
3. **ACTION:** Bob to follow up with Sabrina Morelli about coordination with ACP standards activities.

IV. **ADJOURNMENT** 3:51 PM EDT