

AWEA Wind Workforce Standards Committee
Draft Minutes
Tuesday, September 22, 2:00 PM – 3:30 PM, Eastern
Conference Call

AGENDA ITEMS

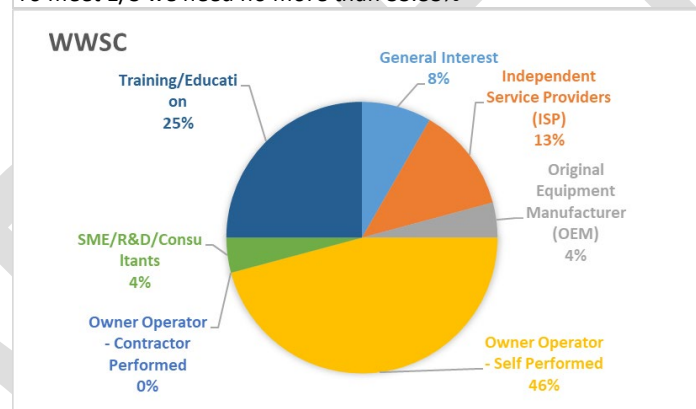
1. Welcome: Al Zeitz, ILEC
2. Roll Call: AWEA Staff
3. Review and approve agenda
4. Approval of June draft meeting minutes: Al Zeitz, ILEC Energy
 - a. [Click here](#) to download the draft meeting minutes.
5. AWEA Update: AWEA Staff
 - a. Membership Report
 - i. Balance and participation
 - b. BSR 8 submitted
 - i. AWEA Wind Workforce Definitions
 - c. Closed ballots
 - i. Approval of Draft Meeting Minutes Feb 2020
 - ii. Approval of AWEA 5000-1 AWEA Wind Workforce Definitions 2020 Draft Standard
 - iii. Approval of AWEA 5000-2 Wind Technician Entry Level Standard Draft
 - iv. Approval of WWSC Subordinate Group Rosters
6. AWEA WWSC Subcommittee Updates
 - a. Wind Technician Standard
 - i. Workforce Definition Standards Subcommittee, Chair: Tom Sutton, KVCC
 - ii. Wind Technician Entry-Level Minimum Standard Subcommittee, Chair: Alan Nelson, Run Energy
 - b. Micro-Credential Subcommittee, Chairs: Andy Dibling, Holland College, and Jeff Sampeer, Clearway Energy
7. Additional Items
8. Remaining Meetings:
 - a. Tuesday, November 17, 11:00 AM, Eastern – Teleconference
9. Adjourn

MINUTES

10. Roll Call: AWEA Staff
 - a. Quorum was met. 15 voting members were in attendance. This group needs 13 to meet quorum.
11. Review and approve agenda
 - a. The group reviewed the agenda. There were no changes made to the agenda.
 - i. Motion to approve: Jeremy Retzlaff, Acciona, motion, Dwayne Kitchen, WWS, second.
 - ii. Teams Meeting raise hand functionality was used: 13 raised hands, no oppose votes. Motion approved.
12. Approval of June draft meeting minutes: Al Zeitz, ILEC Energy
 - a. The group reviewed the agenda. There were no changes made to the agenda.

- i. Motion to approve: Brent Knight, ISS, motion, Scott Buehler, EDF, second
 - ii. Teams Meeting raise hand functionality was used: 11 raised hands, no oppose votes. Motion approved
 - b. Staff to post a two-week ballot for those not in attendance.
13. AWEA Update: AWEA Staff
- a. Membership Report
 - i. Balance and participation

Interest Category	Count
General Interest	2
Independent Service Providers (ISP)	3
Original Equipment Manufacturer (OEM)	1
Owner Operator - Self Performed	11
Subject-Matter Expert (SME)/Research and development (R&D)/Consultants	1
Training/Education	6
Grand Total	24
Note: we have no members under the Owner Operator - Contractor Performed	
To meet 1/3 we need no more than 33.33%	



1. Michele noted this will be a standing item on the agenda going forward. The membership is currently out of balance. Per ANSI we need to be open, in balance, and fair. However, as long as we are showing concerted effort to recruit, we will be fine. We do have to ensure that we are making a concerted effort and we have proof of outreach. Out of balance probably due to the recategorization of the membership categories.
2. Jeremy Retzlaff, Acciona, noted that he wasn't sure we miscategorized. He noted he doesn't think there is an additional way to break out the owner/operator category. The only way to rebalance is to bring in new folks.
3. Michele Mihelic, AWEA, noted that when the group created the additional categories, some categories were broken out. Going forward the group will need to keep an eye on this.. When we get a new application, we will need to keep this in mind to make sure we don't get out of balance. Request of the group: help identify additional stakeholders for recruitment.

4. Jeremy Retzlaff, Acciona, Al Zeitz, ILEC, and Andrew Dibling, Holland College, noted they have folks they can reach out to.
 5. Al Zeitz, ILEC, asked: going forward, will ANSI tell us to address this reevaluate the membership categories?
 6. Michele Mihelic, AWEA, they might.
 7. Michele Mihelic, AWEA, noted that if the group plans to recruit potential members, please cc standards@awea.org so we can have a record.
- b. BSR 8 submitted
- i. AWEA Wind Workforce Definitions
 1. The BSR 8 is the public review process. This ended August 10. We received no comments from the public or the WWSC.
 2. Michele Mihelic, AWEA, noted that the AWEA BOD is voting today to merge AWEA with ACPA. Once we know the outcome of the vote, we will need to find out what this means for standards development process. ACPA has expressed intent to move forward and continue AWEA's ANSI standards development work. The question is will ACPA expand the scope of standards development activities. If so, not sure how this will affect the special audit. Michele noted AWEA was planning on using the definitions standard for the special audit. Michele will ask ANSI if we still move forward with special audit now or wait until we know the direction of the ACPA scope (same or expanded scope).
 3. Jeremy Retzlaff, Acciona, asked how long this will take.
 4. Michele Mihelic, AWEA, noted that ACPA will need to submit reaccreditation with ANSI (30-day). Then decide if we need to update the SDP or just rename and keep everything the same. We may still need to go through a special audit (two months). After this, we can move forward with BSR 9. It's possible, after reaccreditation, we may not need to do the special audit, but suspect we may need to still do a special audit. Hopeful that by next meeting in Feb we are ready to go. At some point this group will need to decide how it wants to incorporate the other renewables.
- c. Closed ballots
- i. Approval of Draft Meeting Minutes Feb 2020
 - ii. Approval of AWEA 5000-1 AWEA Wind Workforce Definitions 2020 Draft Standard
 - iii. Approval of AWEA 5000-2 Wind Technician Entry Level Standard Draft
 - iv. Approval of WWSC Subordinate Group Rosters
14. AWEA WWSC Subcommittee Updates
- a. Wind Technician Standard
No updates at this time.
 - i. Workforce Definition Standards Subcommittee, Chair: Tom Sutton, KVCC
 - ii. Wind Technician Entry-Level Minimum Standard Subcommittee, Chair: Alan Nelson, Run Energy
 - b. Micro-Credential Subcommittee, Chairs: Andy Dibling, Holland College, and Jeff Sampeer, Clearway Energy

- i. Andy: received documents from AWEA Wind Tech Training and Ed. Currently recruiting folks to join the subcommittee (trainers for ISP, special interest, SME's, etc.)

15. Additional Items

16. Remaining Meetings:

- a. Tuesday, November 17, 11:00 AM, Eastern – Teleconference
 - i. Invite will be updated to Teams mtg.
- b. Next in-person, Feb 22 Round Rock, during OMS. Trying to decide if this will be hybrid or virtual. Still evaluating the different company non-essential travel plans. If you know for a fact you can or cannot travel, please let MM know.

17. Adjourn

- a. Motion to adjourn: Jeff Sampeer, Clearway, motion; Jeremy Retzlaff, Acciona, second.
 - i. Teams Meeting raise hand functionality was used: 16 raised hand. No oppose votes.
 - ii. Motion approved.

Action Items:

- AWEA Staff to create a two-week ballot for June meeting minutes. This ballot will be for those who were not in attendance and for those who attended to change their vote.

Meeting Attendees

Attended

Voting Member Company	Name	Type
Acciona Energy USA Global LLC	Retzlaff, Jeremy	Primary
Alliant Energy	Nietzel, Jon	Primary
Bureau of Safety and Environmental Enforcement	Hunter, Cheri	Alternate
Bureau of Safety and Environmental Enforcement	Cushing, John	Primary
Clearway Energy Group	Sampeer, Jeff	Primary
Cloud County Community College	Cyre, Dan	Alternate
EDF Renewables	Buehler, Scott	Primary
EDP Renewables North America LLC	Miller, Lauren	Alternate
Holland College	Dibling, Andrew	Primary
Intuitive Safety Solutions, Inc.	Knight, Brent	Primary
Kalamazoo Valley Community College	Sutton, Thomas	Primary
Ørsted Onshore North America	Ramirez, Diego	Primary
Pattern Energy Group LP	Deloach, Early	Primary
RWE Renewables	Jenkins, Chris	Alternate
RWE Renewables	Dove, Ryan	Primary
SKYLOTEC North America LP	Seyhan, Kurani	Primary
World Wind & Solar	Kitchen, Dwayne	Primary

Attended Non-Voters/Observers

Company	Name	Type
----------------	-------------	-------------

Siemens Gamesa Renewable Energy	Lukens, Peter	Vice Chairperson
Iowa Lakes Electric Cooperative	Zeitz, Al	Group Chair
Bureau of Safety and Environmental Enforcement	Oliver, Christopher	Observer
Canadian Wind Energy Association - CanWEA	McKay, Phil	Observer

Did Not Attend

Voting Member Company
Energy Challenges LLC
High Plains Technology Center
Hytorc Division Unex Corp
Iowa Lakes Electric Cooperative
Lakeshore Technical College
Nebraska Public Power District
Portland General Electric Company
Run Energy LP
Siemens Gamesa Renewable Energy

DRAFT