



Consejo de Armonización de Normas Electrotécnicas de las Naciones de las Américas
Council for Harmonization of Electrotechnical Standards of the Nations of the Americas

February 28, 2020

CANENA EXECUTIVE COMMITTEE MEETING MINUTES

MEETING: CANENA ExCo
PLACE OF MEETING: NEMA HQ
DATE: Tuesday, February 18, 2020
9:00 AM – 2:45 PM, ET

VOTING MEMBERS PRESENT:

Yarza, JulianHubbell de México—Council President
Desilets, PierreCSA—Treasurer
Benjamin, Guy.....ABB Installation Products Ltd.—VP Canada
Steinman, GregABB Installation Products, Inc.—VP USA
Harris, DonaldNorthern Cables—Member-at-Large Canada
Ricárdez Barberá, JesúsNacional de Conductores—Member-at-Large México
Ulemek, SvetlanaBURNDY LLC—Member-at-Large USA

VOTING MEMBERS ABSENT:

Rosales, JuanMabe México—VP México

NON-VOTING MEMBERS PRESENT:

Davis, ValaraUL—SDO Representative & Audit Committee Chair
Hernandez, Luis IvanANCE—SDO Representative & Registrar
Humphries, MarkCSA Group—SDO Representative
Nava, RafaelMabe México—Ambassador-at-Large

GUEST:

Chopra, Gurvinder.....EFC—Controller Representative
Jimenez, Maria de Jesus.....ANCE
Nava, RafaelMabe México—Ambassador-at-Large
Rood, SteveLegrand, North America—Chair, Marketing &
Communications Committee
Solis, Joel.....NEMA—Secretary General
Vazquez, Bernardo.....ANCE

PRESIDING OFFICER: Julian Yarza—Council President

1.0 ADMINISTRATION

1.1 Welcome Members and Guest

President Julian Yarza welcomed members and guest at approximately 9:00 AM. He then conveyed the apology of Vice President Juan Rosales who had taken ill suddenly and could not travel to be with us.

1.2 Quorum Determination

The committee consists of nine (9) voting members, requiring at least five (5) to be present to constitute a quorum to conduct business.

ACTION: Quorum determination.

Discussion: Of the nine(9) voting members, seven (7) were present constituting a quorum to conduct business.

1.3 Review of Antitrust & Meeting Guidelines

The Secretary General provided a brief overview of the CANENA antitrust and meeting guidelines.

1.4 Agenda Review and Approval

ACTION: To approve the agenda.

Discussion: Secretary Joel Solis asked if there were any revisions to be made to the meeting agenda. Hearing none, a motion was made by Mr. Ricardez Jesus, seconded by Mr. Pierre Desilets, and

VOTED: To approve the agenda as circulated.

1.5 Approval of Minutes

The draft minutes from the December 18, 2019 meeting was circulated to members for review and comment on January 3, 2020. Approval is to be decided by a simple majority of the voting members.

ACTION: To approve the minutes of the December 18, 2019 meeting.

Discussion: Secretary Solis reported that no comments were received from the circulation of the minutes of the December 18, 2019 meeting. A motion was made by Mr. Ricardez Jesus, seconded by Mr. Pierre Desilets, and

VOTED: To approve the minutes of December 18, 2019 as circulated.

1.6 ExCo Timeline Review

ACTION: Review the ExCo Timeline and revise as necessary.

Discussion: Secretary Solis provided an overview of the items accomplished to date.

1.7 Review the Status of CANENA Officers and Nominations for 2020-2021

As we prepare for 2020, the committee needs to review the terms of office, see attachment. Only one of the board member's term, i.e., the US Member-at-Large, will expire following the conclusion of the 2020 CANENA Council Meeting.

The US CANENA Caucus met on January 20, 2020 and approved the nomination of Ms. Svetlana Ulemek for a second and final term as US Member-at-Large.

ACTION: To approve Ms. Ulemek for a second term as US Member-at-Large.

Discussion: A motion was made by Greg Steinman, seconded by Guy Benjamin, and

VOTED: To approve Ms. Svetlana Ulemek for a second and final term as US Member-at-Large.

2.0 ACTIONS FROM PREVIOUS MEETINGS

2.1 ACTION: For the Marketing and Communications Committee to make use of LinkedIn. In addition, to expand the size of the committee in order to decrease the workload on existing members and to determine who would respond to questions regarding any CANENA posting.

Discussion: Secretary Solis reported that Ms. Mariela Echeverria (NEMA Communication) has provided a report which describes various ways to use social media. Unfortunately, she was not available to present. It was decided to have Ms. Echeverria provide an overview of social media at the next committee meeting.

2.2 ACTION: For the Secretary to work with NEMA to revise THC/THSC rosters to include "CANENA" as part of the file naming convention for the roster to be readily identified.

STATUS: The Secretary General reported that NEMA has undertaken an effort to standardize the naming convention of committee rosters. The next step is for NEMA staff to prepare a memo to NEMA's CEO which outlines its recommendations, likely in January 2020.

UPDATE: NEMA provides a means for identifying rosters associated with CANENA committees. Attached is a list of the various committees and a combine list of attendees.

Discussion: After discussion several alternatives for identifying new members and reaching out to them to join, it was agreed for the Secretary to work on the issue with the Registrar.

ACTION: For the Secretary and Registrar to work together to identify and reach out to potential new members.

2.3 ACTION: For Mexico's delegation to conduct outreach to CANAME's President to achieve greater participation in THC 61, THSC 61C and THC 61D as well as THC 34, Lighting Products.

Discussion: Mr. Ricardez reported that CANAME's members only interested in adopting IEC 60335-1 with minimal national deviations and is waiting on the publication of the 6th edition to commence work. The conclusion of the adoption should result in the publication of a Mexican National Standard. Once the process is complete, it would then consider participating in the THC 61 effort in CANENA.

3.0 REVIEW OF MEMORANDUM OF AGREEMENT

CANENA has two memorandum of agreement (MOAs), one with ANCE for Registrar services and another with EFC for Comptroller services. The agreements specify the obligations of each organization on an annual basis with automatic renewal. The MOA with ANCE was last updated on February 26, 2019. The MOA with EFC dated February 24, 2015, has been revised to reflect changes in obligations resulting from the separation of registrar and controller services. After some back and forth over the wording, agreement was reached to proceed to execution of the agreement, see attachment. On January 27, 2020, the MOA was sent to EFC, asking that they signed it and bring it to today meeting.

ACTION: For CANENA President to execute the MOA with EFC.

Discussion: Secretary Solis reported having FedEx two copies of the MOA to EFC for execution. The plan was to have President Yarza sign the agreement during this meeting. Mr. Gurvinder Chopra reported that he had not received the FedEx package containing the MOA.

4.0 2020 REGISTRAR REPORT

(LI Hernandez)

ACTION: To be provided an overview of the 2020 membership renewal effort.

Discussion: Ms. Maria de Jesus Jimenez provided the registrar report. As of this year, CANENA has 155 members registered. There were no other issues to report.



2-2020 CANENA
Registrar.pdf

5.0 TREASURER'S REPORT

(P. Desilets)

5.1 2019 FINANCIALS

Regarding the process for approving the 2019 End of Year financial report, it was noted that the Treasurer is to schedule a meeting of the Audit Committee. The purpose of the meeting is to review the report in January time frame and provide a recommendation to the ExCo on whether the report should be approval at the 2020 CANENA Council meeting.

ACTION: For the Treasurer to report.

Discussion: Treasurer Pierre Desilets provided the attached report. He noted that the report was given to the Audit committee last Friday. As yesterday was holiday, he was not able to update the report based on the Audit Committee input. The report shows that CANENA has ample reserves to cover the cost of operating for two years.

ACTION: For Secretary Solis to reach out to AHRI about association membership.



1-2020 CANENA
Treasurer.pdf

5.2 AUDIT COMMITTEE REPORT

(V. Davis)

Audit Committee Chair Valara Davis noted that her committee would need to review the 2019 end-of-year financial report as well as the 2020 budget at its meeting planned for the third week of January.

ACTION: To approve the Audit Committee Report.

Discussion: Ms. Valara Davis reported that the Audit Committee met last Friday. Several comments to improve the report were provided to the Treasurer. With that said, the Audit Committee approved the 2019 end-of-year financial report and the 2020 budget.

5.3 2020 BUDGET

(P. Desilets)

Since the last meeting, Treasurer Desilets has prepared a draft 2020 Budget for consideration and approval.

ACTION: To approve the 2020 CANENA Budget.

Discussion: The Treasurer reported that the 2020 Budget address the Audit Committee's recommendation and adds \$6k of funding to revamp the technical page of the website. A motion was made by Mr. Greg Steinman, seconded by Don Harris, and

VOTED: To approve the 2020 budget for consideration by the CANENA Council at its next meeting.



2020 Proposed
CANENA Budget (45)

6.0 OPERATIONS COMMITTEE REPORT

(M. Humphries)

ACTION: For Operations Chair Mark Humphries to provide a report:

Discussion: Operations Committee Chair Mark Humphries reported on the progress being made regarding transparency with the project initiation process. It has revealed that NEMA's THC/THSC secretaries are not consistent in conducting country outreach to obtain support for their project initiation request.

Mr. Gurvinder Chopra reported that EFC does 40 membership engagement meetings a year. The slide deck being used includes two slides on harmonization and how CANENA works.

7.0 MARKETING COMMUNICATIONS COMMITTEE REPORT

(S. Rood)

ACTION: For the Marketing Communications Committee Chair Steve Rood to report.

Discussion: Marketing Communications Chair Steve Rood reported having received material from NEMA regarding the use of social media. He has extended an invitation to Mariela Echeverria to present on LinkedIn at the next committee meeting. The Chairman then presented NEMA's communication

services statement of work for 2020. NEMA agrees to provide 40 hours at the fixed NEMA rate of \$167/hr and not to exceed 50 hours or \$8,350.00 for 2020. The agreement extends for the remainder of 2020 and may be renewed for successive terms by mutual consent. NEMA is to develop an editorial profile, design, formatting and transmission services for new e-blast to CANENA Members. NEMA will publish four in 2020 – March, June, September, December. NEMA will maintain the CANENA annual meeting page, and website maintenance. And for the 2021 AGM, NEMA will start website page buildout, graphic creation, and copywriting/editing/approval of two promotional e-blasts in Q3/Q4 of 2020. A motion was made by Mr. Guy Benjamin, seconded by Mr. Jesus Ricardez, and

VOTED: To approve the execution of the Communications Services Statement of Work.



2020SOW-CANENA
Marketing.pdf

8.0 **AMBASSADOR-AT-LARGE REPORT**

(R. NAVA)

ACTION: For the Ambassador-at-Large Mr. Nava to report.

Discussion: President Yarza provided the Ambassador-at-Large report. He noted that NFPA's representative in Mexico City intends to retire this April and is uncertain if the position would be filled. In addition, he noted that Mexico's DGN is being headed by Alfonso Guati Rojo Sanchez and has been involved with the development of the new law on quality infrastructure which is intended to replace the Federal Metrology and Standardization Law (LFMN).



2020Feb18 CANENA
Ambassadors Repor

9.0 **SDO MATTERS**

9.1 **Status of Project Initiation Requests (PIRs)**

ACTION: To review and update the CANENA Project Initiation Log.

Discussion: It was reported that the on-line project initiation tracker was of value. Regarding future updates, it was asked if they could be done on a regular basis.

ACTION: For the Secretary to see if there was support staff within NEMA to take over the maintenance of the tracker.

10.0 **CANENA 2017 STRATEGIC PLAN**

ACTION: Review and update the CANENA Strategic Plan accordingly.



Strategic%20Plan.pptx

Discussion: President Yarza reported that he was looking to the December conference call to determine which elements of the SWOT analysis to keep and see which needs updating.

Discussion: President Yarza reported that ANSI was working to provide Key Performance Indicators (KPI) chart to track on-going progress with fulfilling the strategic plan. Once completed, it will be sent to the committee for review and comment. The expectation is to complete the KPIs by early March.

11.0 2021 AGM PLANNING COMMITTEE

The committee has agreed to hold an Annual General Meeting (AGM) in 2021 in Mexico. At the last meeting, Mexico's CANENA representatives were task to find a suitable venue for consideration by the Planning Committee at its May meeting and not use a meeting planner. At the time, the committee agreed to form a Planning Committee.

A likely theme for the 2021 AGM should be on the implementation of USMCA. We now know the USMCA trade agreement is moving quickly towards ratification, with the US to ratify on January 29th, the same date which Canada's Parliament is expected to table legislation on the agreement. According to Mexico's Undersecretary for Foreign Trade, Ms. Maria de la Luz Mora Sanchez, the USMCA may become effective as early as July 2020.

ACTION: To appoint a Chair and committee members.

Discussion: Members agreed to hold the 2021 CANENA Annual Meeting in Mexico City, Mexico. The rational for Mexico City is twofold, the USMCA will be in effect and to meet with the new General Director of Standards and head of IEC NC of Mexico, Mr. Alfonso Guati Rojo Sanchez. It was agreed to appoint Luis Ivan Hernandez as Chair of the 2021 Planning Committee. Members are: Don Harris, Greg Steinman, Maria de Jesus Jimenez, Valara Davis, Gurvinder Chopra and Joel Solis. The committee is to begin meeting by conference call by early May. The next step is to identify suitable venues resulting in securing a contract. One suggestion was to return to the Hilton Mexico City Reforma Hotel.

ACTION: For Mexico National Committee to contract with the Hilton Mexico City Reforma Hotel for the 2021 CANENA Annual Meeting.

Canada VP Guy Benjamin reported that 2022 will mark CANENA's 30th anniversary, proposing to hold an annual meeting in 2022. He then suggested holding it in Mexico, in the same venue which held the first CANENA meeting.

12.0 FUTURE MEETING

Discussion: A suggestion was made to hold CANENA meetings in conjunction with CSA Annual meeting as a way of increasing SDO participation.

ACTION: To consider likely meeting dates and venue for meeting in conjunction with CSA's annual meeting.

The next meeting is scheduled to be a two-hour conference call on May 12th, starting at 10:00 AM.

13.0 OTHER BUSINESS

13.1 Mexico's New Draft Law on Quality Infrastructure

On August 23, 2019, Mexico's Secretariat of Economy ("Economia") announced a new proposal for a law on "national quality infrastructure". The new law is intended to replace Mexico's current Federal Metrology and Standardization Law, which governs how the country develops and adopts technical standards and assesses conformity of regulated products with those standards.

According to the announcement, the objective of the new law is to reform the national standardization model to issue new mandatory (NOM) and voluntary (NMX) standards more quickly to generate greater competitiveness and foster development of new technology while keeping the values of transparency, legal certainty and free competition.

On first review, the draft law

- proposes one governing body to manage the standardization and certification system
- appears to open the standardization and certification market to more organizations
- appears to open the government to receive certifications from other countries
- will clarify the standardization and certification system

The new law is of deep interest to the private sector and is a fundamental tool for the Mexican Government, according to Economy Secretary Graciela Marquez.

According to Mexican government officials, the draft law will benefit domestic industry, including small and medium-sized companies, by empowering them to

issue standards and raise the quality of their products, processes, services and, consequently, the quality of life of Mexican consumers.

Interested sectors, specialists and general public can provide proposals, comments and observations on the draft law. The initial informal comment period closes this Friday, August 31. Submissions should be directed to lic.comentarios@economia.gob.mx. It is expected that the public comment period will be extended or re-opened later when the draft law is published in the Official Gazette (*Diario Oficial*). After the consultation, the draft will be a law bill and will be introduced in the Mexican Congress for approval. The President's party has governing majorities in both houses of the Mexican Congress.

ACTION: Determine whether to submit comments.

Discussion: It was noted that that on August 23rd, the Mexican Ministry of Economy (SE) under the new administration of Andrés Manuel López Obrador introduce a series of concepts intended to serve as the basis of the "Law on Quality Infrastructure", which is intended to replace the existing Law on Metrology and Standardization. One concept introduce is that the tri-chambers and colleges may develop standards which is in the existing law. In this regard, the new law is likely to be good for CANENA. There is an expectation that the draft law will be circulated soon.

Discussion: At the last meeting, it was reported that the DGN Director was asked to present legislation for a quality infrastructure law to replace the federal metrology law by the end of the year. It is expected that the proposed legislation would be submitted to the Senate this month.

13.2 Growth in the Americas • América Crece

Attached is a one-page informative document which explains the Growth in the Americas initiative. The US Commerce Department's Renewable Energy and Energy Efficiency Advisory Committee sent recommendations to US Secretary Wilber Ross on ways to improve the initiative.

In the Recommendation, the Committee called on the Secretary to, in part,

Ensure that partner and targeted Crece countries afford appropriate consideration to the selection of technical standards and specifications based on global best industry practices particularly in southern and western South America, where European-based standards are more prevalent and thus disadvantage U.S. companies that manufacture to U.S. and North American standards

Further, the Committee said that

The importance of technical standards for market access must not be undervalued. Crece partner countries must select technical standards and specifications developed with participation of U.S. experts and in accordance with international best practices, including but not limited to transparency, openness, and balance. An example of such a standard is IEEE 1547, which applies to interconnection of distributed generation resources.

Since the beginning of the initiative, most Crece work has been focused on barriers to financing and other problems higher up the project development chain. Agreements have been signed with Argentina, Chile, Colombia, Jamaica and Panama.

Would it be of benefit to CANENA to build on Crece and on the Alianza Pacifica (i.e., Chile, Colombia, Mexico and Peru) to promote harmonized standards throughout the Americas.

ACTION: For discussion.

Discussion: It was agreed to place the topic of CRECE on the 2021 AGM topic.



America-Crece-One-
Pager-003-508.pdf

14.0 ADJOURNMENT

The meeting adjourned at approximately 1:45 PM.