November 28th, 2022

CANENA EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING: CANENA ExCo

DATE: Monday, November 28th, 2022
10:00am to 11:30am ET

PLACE OF MEETING: Online Teleconference

PRESIDING OFFICER: Guy Benjamin, CANENA President

<table>
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<th>Members Present</th>
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<td>Benjamin</td>
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<td>Steinman</td>
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<td>Jimenez</td>
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<td>Máximo León</td>
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<td>Chopra</td>
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<td>Harris</td>
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<td>Ricárdez Barberá</td>
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<td>Nava Uribe</td>
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<td>Tharp</td>
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<td>Yarza</td>
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<td>Davis</td>
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<td>Members Absent</td>
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<td>Hansen</td>
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<td>Humphries</td>
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<td>Desilets</td>
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<td>Others Present</td>
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<td>Abbate</td>
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1.0 ADMINISTRATION

1.1 Welcome Members and Guest

The meeting was called to order at 10:01am ET.
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. A quorum was confirmed to be present.

1.3 Review of Antitrust & Meeting Guidelines

The Secretary provided an overview of the CANENA Antitrust and Meeting Guidelines. The Guidelines for Conducting CANENA Meetings will govern this meeting, and participants will follow the CANENA Code of Conduct and Ethics. Members are reminded that all conversation shall be confined to technical, engineering, safety, and performance factors. Commercial considerations (warranties, guarantees, etc.) are not proper factors to be discussed.

1.4 Agenda Review and Approval

Addition: THC Chair Appointment - THSC 32B, Low Voltage Fuses and Fuseholders.

MOTION: A motion was made and seconded to approve the agenda as amended. It was unanimously approved.

1.5 Approval of Minutes

The last meeting of the committee was held on October 4th, 2022. No comments were received, and the minutes were determined to be approved via correspondence.

2.0 ACTIONS FROM PREVIOUS MEETINGS

The Secretary provided an update on previous action items.

ACTION: EFC and the Canadian VP will work with the ICLP to promote CANENA projects. COMPLETE.

Coordination with ICLP is ongoing.

ACTION: A 30 day nomination period will be announced to the CANENA members for the CANENA Treasurer with a CV requested. COMPLETE.
The nomination period ended on November 10 with no additional nominations received.

**ACTION:** The Registrar to receive a spreadsheet of the UL participants. ACTIVE.

**ACTION:** The Secretary and President will prepare a thank you for Champion Fiberglass for their corporate membership. COMPLETE.

**ACTION:** Discuss the next term for officers around September 2022. COMPLETE.

**ACTION:** The ExCo recommendation for Pierre Desilets to become the next CANENA Audit Committee Chair will be added as an agenda item for February 2023 CANENA Council meeting. COMPLETE.

**ACTION:** An agenda item for the February 2023 CANENA Council meeting to discuss all open officer positions. COMPLETE.

**ACTION:** The Secretary will add a Membership structure agenda item to the February 2023 CANENA Council meeting. COMPLETE.

**ACTION:** Guy Benjamin’s recommendation to be added to the February 2023 CANENA Council agenda. COMPLETE.

**ACTION:** Secretary to confirm a response from NEMA on the Luminaires (Retrofits) project as soon as it is available. ACTIVE.

**ACTION:** Secretary to request that THC 23A review the naming convention of all the THSCs under their purview with the goal of clarification. ACTIVE.

CANENA Secretary to confirm the Chair and Members of THC 23A are ok with the proposed changes.

The CANENA website and the NEMA database would need to be changed. The CANENA Operations Committee needs to address the name change as well once it is approved by the CANENA ExCo.

### 3.0 CANENA IEC REPORT

G. Benjamin

CANENA President Guy Benjamin reported on the IEC meetings in San Francisco, most notably the TRI-NAT and Strategic Management Board
meetings. Mr. Benjamin highlighted his brief discussions with Central and South American delegations.

4.0 **CANENA AGM FREQUENCY**

The ExCo discussed the frequency of the CANENA Annual General Meeting. Members thought the AGM should be held in 2024, followed by 2026, 2028, 2030, etc. It would then be called the CANENA General Meeting. Another thought was to have the meeting be in odd years to coincide with the CANENA President term. The Secretary noted the CANENA Council meeting will still be held at least once per year, virtually if needed.

**MOTION:** A motion was made and seconded to set the CANENA General Meetings to occur in even years, starting in 2024. It was unanimously approved.

**ACTION:** CANENA General Meeting frequency item to be added to the CANENA Council Agenda for February 2023.

The ExCo discussed a proposal to have Guy Benjamin’s next term as CANENA President, as a onetime exception to the traditional two year term, be for three years to align with the even year CANENA General meetings.

**MOTION:** A motion was made and seconded to have Guy Benjamin’s next term, as a onetime exception to the traditional two year term, be for three years to align with the even year CANENA General meetings.

6 affirmative
0 negative

The motion was approved.

**ACTION:** The President’s onetime term extension to be added to the CANENA Council Agenda for February 2023.

5.0 **CANENA STRATEGIC DISCUSSION**

The ExCo skipped this item but will discuss it at a future meeting.

1. Product focus: Electrification, cybersecurity, photovoltaics, household appliances, power transformers, electric mobility, power over ethernet, installation instructions.

2. Geographic Expansion: Targeting participants from additional countries. Harmonization projects with additional countries. Offer CANENA projects to
other countries? Ask other countries to join CANENA, example being Costa Rica.


4. IEC requirements and standards influence: North, Central, South American IEC bloc, for example.

5. Projects other than product safety.

6.0 COMMITTEE REPORTS

6.1 TREASURER’S REPORT P. Desilets

Treasurer Pierre Desilets was not in attendance during this meeting.

ACTION: The Treasurer to prepare a budget closeout in January 2023 for the Audit Committee to review.

6.2 AUDITOR’S REPORT V. Davis

Audit Committee Chair noted the group will meet in January 2023 to close out the previous year’s budget.

ACTION: Valara David to setup a meeting once the closeout is received from the CANENA Treasurer.

6.3 PLANNING/ANNUAL GENERAL MEETING REPORT L.I. Hernandez

The CANENA Planning Committee provided a planning update on the 2023 AGM.

6.4 OPERATIONS COMMITTEE M. Humphries

There was no report provided.

ACTION: Valara Davis to work with Mark Humphries to convene a meeting of the Operations Committee.
6.5 **REGISTRAR REPORT**

L.I. Hernandez

A report from the Registrar was provided.

6.6 **MARKETING COMMUNICATIONS COMMITTEE REPORT**

D. Abbate

**ACTION:** Guy Benjamin to provide a brief note for the December CANENA Connects regarding the CANENA sponsorship to the IEC General meeting.

6.7 **AMBASSADOR-AT-LARGE REPORT**

B. Hansen and/or R. Nava

**ACTION:** Greg Steinman to try and contact Bill Hansen to determine his participation status.

7.0 **FUTURE MEETING**

The next meeting will be Tuesday, February 21, 2022 in Mexico City, MX.

8.0 **OTHER BUSINESS**

A. **THC Chair Appointment - THSC 32B, Low Voltage Fuses and Fuseholders**

THSC 32B Secretary Zijun Tong requests approval of new officers for the committee:

New Chair: Chris Miller, Littelfuse
New Vice-Chair: Danish Zia, UL Solutions

The THC is responsible for many trinational standards projects, several of which are listed below:

- CSA C22.2 No. 248.1, UL 248-1, NMX-J-009-248/1-ANCE
- CSA C22.2 No. 248.2, UL 248-2, NMX-J-009/248/2-ANCE
- CSA C22.2 No. 4248.4, UL 4248-4, NMX-J-009-4248/4-ANCE
- CSA C22.2 No. 248.12, UL 248-12, NMX-J-009/248/12-ANCE
MOTION: A motion was made and seconded to approve the new officers for THSC 32B. It was unanimously approved.

B. CANENA Treasurer

MOTION: A motion was made and seconded to approve the nomination of Todd Hamden as the next CANENA Treasurer. It was unanimously approved.

ACTION: The Treasurer position will be added to the next CANENA Council agenda.

9.0 ADJOURNMENT

MOTION: A motion was made and seconded to adjourn the meeting at 11:29am ET. It was unanimously approved.

Submitted by: Danny Abbate November 28th, 2022
Reviewed by: Bez Stern November 28th, 2022