



October 4, 2022

CANENA EXECUTIVE COMMITTEE MEETING MINUTES

MEETING: CANENA ExCo

DATE: Tues, October 4, 2022

PLACE OF MEETING: Sheraton Mexico City Maria Isabel Hotel
 Paseo de la Reforma 325 Col. Cuauhtemoc
 9:00 AM – 5:00 PM, CT

PRESIDING OFFICER: Guy Benjamin, CANENA President

Members Present		
Benjamin	Guy	ABB Installation Products Ltd.
Steinman	Greg	ABB Installation Products, Inc.
Jimenez	Maria de Jesus	ANCE, A.C.
Máximo León	Juan Manuel	Conductores Monterrey S.A. de C.V.
Humphries	Mark	CSA Group
Chopra	Gurvinder	Electro-Federation Canada
Desilets	Pierre	Leviton Canada
Harris	Donald	Northern Cables Inc.
Ricárdez Barberá	Jesús Martín	Condumex S.A. de C.V.
Cusmariu	Sandu	Viscor, a Leviton Company
Hernandez	Luis Ivan	ANCE, A.C.
Nava Uribe	Rafael	Mabe México, S. De R. L. De C. V.
Tharp	Rusty	Goodman
Yarza	Julián	Servicios y Soporte Regulatorio SSR, SA de CV
Davis	Valara	Underwriters Standards and Engagement
Members Absent		
Hansen	Bill	Ingersoll Rand
Others Present		
Abbate	Daniel	NEMA

1.0 ADMINISTRATION

1.1 Welcome Members and Guest

The meeting was called to order at 9:04 am CT.

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.



CANENA ExCo Roster
- Aug 2022.pdf

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

Additions:

- A. THSC 23H-2 Chair Approval.
- B. CANENA Strategic Direction Discussion.

MOTION: Pierre Desilets made a motion and Jesus Martin Barberá made a second to approve the agenda as amended. It was unanimously approved.

1.5 Approval of Minutes

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



2022May04 CANENA
ExCo MtgMinutes.pdf

2.0 ACTIONS FROM PREVIOUS MEETINGS

Action items from the previous meeting were reviewed.

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: A marketing committee meeting will be scheduled. COMPLETE.

ACTION: Updates will be added for the June CANENA Connects: Mexico QIL, the CANENA AGM, and the updated PHR Form. COMPLETE.

ACTION: Guy Benjamin to assist the Secretary to write an article in the June CANENA Connect for a reminder for Membership renewal, noting all CANENA projects become available, and the CANENA benefits. COMPLETE.

ACTION: Secretary General to develop September 2022 edition of CANENA Connects. COMPLETE.

ACTION: Secretary to send reminder to CANENA Members from 2021 that have not yet renewed for 2022. COMPLETE.

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

ACTION: Secretary to ask NEMA Accounting whether there is the ability to file CANENA and NEMA tax returns at the same time. COMPLETE.

ACTION: Secretary to confirm the next steps for IEC sponsorship and will see whether CANENA can collaborate with the NEMA sponsorship. COMPLETE.

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

ACTION: For the September edition of CANENA Connects Valara Davis will be asked for an update on UL becoming an SDO in Mexico. COMPLETE.

3.0 CANENA OFFICERS AND NOMINATIONS

The Secretary highlighted this passage from the CANENA Bylaws. In accordance with the CANENA By-Laws, the Council shall elect the President, the Treasurer, and the country Members-At-Large. The term of office shall span two successive Ordinary Council meetings. They may be re-elected for not more than two successive terms. Newly elected officers shall take office on the first day of the month following the Council meeting at which they were elected. There was previous discussion and support for the current CANENA President to remain in the position for the next term.

The Secretary noted the following positions will be open following the February 2023 CANENA Council meeting.

- CANENA President – Guy Benjamin

The group, and Guy Benjamin himself, noted he would like to serve a second term as CANENA President

MOTION: A motion was made and seconded for the CNENA ExCo to recommend to the CANENA Council for Guy Benjamin to serve a second term as CANENA President. It was unanimously approved.

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

- Treasurer – Pierre Desilets

The current Treasurer, Pierre Desilets, noted the current term will be his last. The ExCo noted there is not a specific requirement for a nomination period in the CANENA Bylaws. Mr. Desilets confirmed he is willing to serve as the CANENA Audit Chair, which is typically the immediate past Treasurer. The ExCo reviewed the one nomination already received for Todd Hamden.

MOTION: A motion was made and seconded to recommend the approval of Pierre Desilets as the CANENA Audit Committee chair during the February 2023 CANENA Council meeting. It was unanimously approved.

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.

Attendees noted the ExCo needs to review candidates for the Treasurer position during the November 28, 2022, ExCo teleconference. Notice to include any candidates that have already put their name forward.

ACTION: A 30 day nomination period will be announced to the CANENA members for the CANENA Treasurer with a CV requested.

Treasurer – Canadian Nomination for 2023 – 2025

TODD HAMDEN, Hubbell Canada 2022-present
CSA Group (Technical Advisor 2009-2022 \ Certification Specialist 2004-2009 /
Project engineer 1984-2004

Standards development as follows:

- IEC work including many committees under TC23, TC27, TC31, TC69, TC116, TC121A (HoD, and Delegate positions)
- NEMA BI-PR, BI-WD, 7AX,: 1995-present
- CANENA: THC99, 8CC, BI-VS (Surge); 1995-present
- CE Code (Section 12, 62, part 1): 2009-present
- NEC CMP13: 2021-2022

The ExCo noted the Members at Large are nominated by their country's caucus.

ACTION: The three Country VPs will return Members at Large recommendations to the CANENA Council for the February 2023 meeting.

- Canada Member at Large - Sandu Cusmariu
- Mexican Member at Large - Juan Manuel Maximo
- US Member at Large – Rusty Tharp

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



2021-2023 CANENA
Officers List.docx

4.0 SECRETARY REPORT

D. Abbate

4.1 CANENA Tax Return Review

The CANENA Secretary confirmed that NEMA staff has submitted the 2021 CANENA tax return



CANENA 2021
DRAFT Form 990-EZ.f

4.2 State of Delaware Annual Report Filing

The Secretary noted that CANENA, having been incorporated in the state of Delaware, is required to file an annual franchise tax report electronically on or before March 1, of every year. The Secretary reported this item was completed in February 2022.

4.3 IEC 2022 General Meeting Sponsorship

The Secretary reported that CANENA has been confirmed as a sponsor for the IEC General Meeting in San Francisco, CA, USA. The benefits were listed below:

- Recognition at opening and closing sessions
- Prominent on-site exposure via logos, banners and signage
- Inclusion of corporate logo and link on meeting website
- Use of IEC 2022 meeting logo on "Official Sponsor" letterhead
- Plaque for recognition as General sponsor

ACTION: The CANENA Secretary to distribute the draft letter to the CANENA ExCo for comments due by October 14, 2022.

ACTION: Luis Ivan Hernandez to provide some guidance on whom and to what committees to send the IEC report (SMB and IEC Council) for Guy Benjamin to utilize.



CANENA Report to
IEC 86th GM(2022Oct)

4.4 Harmonization of CSA 250.1 & UL1598C, Luminaires (Retrofits)

The Secretary reported the status of the NEMA the Luminaire Section efforts to review and consider the harmonization proposal. The NEMA Luminaire Members have been tasked with performing a technical review with a final report expected in April 2023.

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

4.5 Harmonization of CSA C22.2 No. 250.13 and UL 8750, LED Devices

The Secretary reported that in 2021, EFC and NEMA submitted letters of support for harmonization of CSA standard C22.2 No. 250.13 and UL 8750 for LED devices. The letters and Project Harmonization Request were published to the NEMA website at that time, but the project was not approved. The ExCo confirmed the CANENA process was correctly followed.



PHR-CSA250.13_UL8
750.pdf



NEMA Letter in
Support of Harmonization of CSA



EFC Support for
Harmonization of CSA

4.6 THC Chair Appointments

A. THSC 20, Flexible Cords and Cables

THSC 20 Secretary Khaled Masri requests approval of new officers for the committee:

New Chair: David Watson, Southwire

The THC is responsible for three trinational standards projects:

- C22.2 No.49-10, UL 62, NMX-J-436-ANCE
- CSA C22.2 No. 332, UL 2263, NMX-J-738-ANCE

- CSA C22.2 No. 341, UL 1426, NMX-J-770-ANCE (UL 248 Series, CSA C22.2 No. 248 Series, NMX-J-009-248 Series)

MOTION: A motion was made and seconded to approve David Watson as the next Chair of THSC 20. It was unanimously approved.

B. THSC 23A-62275 Cable Ties

THSC 23A Secretary Casey Granata requests approval of new officers for the committee:

New Chair: William Alexander, ABB

The THC is responsible for Maintenance of tri-national standard CSA C22.2 No. 62275/UL 62275/NMX-J-623-ANCE, Cable ties for electrical installations

MOTION: A motion was made and seconded to approve William Alexander as the next Chair of THSC 23A-62275. It was unanimously approved.



William Alexander CV
09-08-2022.pdf

C. THSC 23A - Hardware

THSC 23A Secretary Casey Granata requests approval of new officers for the committee:

New Chair: Ward Judson, nVent

The THSC is responsible for Maintenance of tri-national standard Hardware was CSA C22.2 No. 227.2.1 / UL 1660 / NMX-J-764, Conduit Fitting Hardware.

MOTION: A motion was made and seconded to approve Ward Judson as the next Chair of THSC 23A - Hardware. It was unanimously approved.

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

D. THSC 23H-2 - Pin and Sleeve Type Plugs, Receptacles and Connectors

THSC 23H-2 Secretary Zijun Tong requests approval of new officer for the committee:

New Chair: Todd Hamden, Hubbell

The THSC is responsible for development of trinational North American standard based upon binational UL 1682 and CSA C22.2 No. 182.1 to the extent possible

consistent with safe installation of the covered products in accordance with applicable installation codes.

MOTION: A motion was made and seconded to approve Todd Hamden as the next Chair of THSC 23H-2. It was unanimously approved.

4.7 Cvent Contract Update

The CANENA Secretary provided an update on the Cvent relationship and presented one and two year Cvent contract options.

MOTION: A motion was made and seconded to accept the updated Cvent registration quantities for a duration of two years. It was unanimously approved.



CANENA 2 year option.pdf



CANENA 1 year option.pdf

4.8 Project Harmonization Request Form

The Secretary confirmed the approved form from May 2022 is now available on the CANENA website.



CANENA_Project_Harmonization_Request_I

5.0 COMMITTEE REPORTS

5.1 TREASURER'S REPORT

P. Desilets

Treasurer Pierre Desilets provided updates on the CANENA financials. The ExCo discussed the timing and locations of subsequent CANENA Annual Meetings. These topics were discussed.

- CVENT, to increase our footprint so we have less invoices for incremental activity generating payments that are less expensive than the cost of processing.
- Increase in cost from our suppliers to be planned.
- Structure of the yearly fee for individual and corporate members.
- Next budget: guidelines from exec are welcome.
- Any input from Audit Committee to make their job easier?

MOTION: A motion was made and seconded to create a Task Group to study the rate structure for the CANENA Corporate membership,

reviewing the value of the membership in relation to the value of the individual. It was unanimously approved.

Roster: Luis Ivan (Chair), Greg S, Rusty T, Juan Maximo, Pierre D, Don H. CANENA Council to be notified of the review of changes to the structure in Feb 2023.

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

Mr. Desilets noted the 2022 closeout statement will be received in January 2023 and reviewed by the CANENA Council in February 2023.

ACTION: The Secretary will add a budget closeout agenda item to the February 2023 CANENA Council meeting.



CANENA - JAN 1,
2022 - DECEMBER 31

V. Davis

5.2 **AUDITOR'S REPORT**

Audit Committee Chair did not have any additional information to report other than announcing a future Audit Committee meeting to close out the 2022 budget.

ACTION: Secretary to remind the Treasurer a closeout report is needed by mid-January 2023.

5.3 **PLANNING/ANNUAL GENERAL MEETING REPORT**

L.I. Hernandez

The CANENA Planning Committee Chair provided a report on the work to develop plans for the in person CANENA AGM in Mexico from February 20-23, 2023.

ACTION: Secretary to update the program and speakers on the Cvent website.



2022-08-16 - 2023



2022-08-17 2022

CANENA AGM HOTEL Event Program.pptx

5.4 **OPERATIONS COMMITTEE**

M. Humphries

The Operations Committee Chair provided a report of the committee actions since the previous meeting.

5.5 **REGISTRAR REPORT**

L.I. Hernandez

The registrar provided the attached report.



2022-10-04 CANENA
REGISTRAR REPORT.p

5.6 **MARKETING COMMUNICATIONS COMMITTEE REPORT**

D. Abbate

The Secretary provided some highlights of the Committee. Members noted a new Chair is needed.

ACTION: Secretary to include the Chair position in the nomination announcements and write a CANENA Connect article in addition.

5.7 **AMBASSADOR-AT-LARGE REPORT**

R. Nava

Mr. Nava provided a report for the ExCo.



2022 CANENA ExCo
ambassador report 2

6.0 **FUTURE MEETING**

The times and places of the next meetings are:

1. Monday, November 28, 2022 – 10:00 - 11:30am ET. Virtual Only
2. Tentative - Monday, February 20, 2023, 1-5pm CT – In Person Only
Location: Mexico City – Sheraton Maria Isabel in Conjunction with AGM.

7.0 **OTHER BUSINESS**

CANENA AGM Frequency. The ExCo discussed the frequency of the AGMs and agreed there should be a meeting every two years. The years meetings will occur need to be determined.

It was also suggested to coordinate the CANENA AGM with other trade association meetings. The CANENA Council meeting will still be held at least once per year, virtually if needed.

ACTION: An agenda item for the next CANENA ExCo meeting will be added to discuss AGM frequency.

CANENA Strategic Direction Discussion. The ExCo discussed topics for the future strategic direction for CANENA, ranked by priority, subject to additional discussion and change.

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.
3. Succession planning: How best to bring in younger and new participants and organizations. Partner with other programs? CANENA build its own? Promoting CANENA value and benefits. Focus on small and mid-sized organizations. Mentoring program.
4. IEC requirements and standards influence: North, Central, South American IEC bloc, for example.
5. Projects other than product safety.

ACTION: The Secretary to add this strategic discussion to be added to the next ExCo agenda.

8.0 ADJOURNMENT

The meeting was adjourned at 3:10pm CT.

Submitted by:	Danny Abbate	October 6 th , 2022
Reviewed by:	Peter Tolsdorf	October 11 th , 2022s