



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

CANENA EXECUTIVE COMMITTEE MEETING MINUTES

MEETING: CANENA ExCo

DATE: Tuesday, August 15th, 2023
10:00am to 11:00am ET

PLACE OF MEETING: Online Teleconference

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. |
| Humphries | Mark | CSA Group |
| Chopra | Gurvinder | Electro-Federation Canada |
| Harris | Donald | Northern Cables Inc. |
| Ricárdez Barberá | Jesús Martín | Condumex S.A. de C.V. |
| Hamden | Todd | Hubbell Canada |
| Hernandez | Luis Ivan | ANCE, A.C. |
| Nava Uribe | Rafael | Mabe México, S. De R. L. De C. V. |
| Tharp | Rusty | Goodman |
| Davis | Valara | UL Standards & Engagement |
| Domitrovich | Tom | Eaton |
| Members Absent | | |
| Máximo León | Juan Manuel | Conductores Monterrey S.A. de C.V. |
| Desilets | Pierre | Leviton Canada |
| Yarza | Julián | Servicios y Soporte Regulatorio SSR, SA de CV |
| Patel | Dip | Leviton Canada |
| Others Present | | |
| Abbate | Daniel | NEMA |

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.

Attendance was recorded and a quorum was determined to be present.



CANENA ExCo Roster
- June 2023.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:

- CANENA Website
- CANENA President – Next Term for Guy Benjamin

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

1.5 Approval of Minutes

The last meeting of the committee was held on June 21st 2023 and the minutes were approved via correspondence.

2.0 ACTIONS FROM PREVIOUS MEETINGS

ACTION: CANENA treasurer to work with the CANENA Secretary to determine investment options and rules for CANENA reserve cash with the help of CANENA's finance services, EFC. OPEN.

ACTION: Pierre Desilets will set up a call with Guy Benjamin and Luis Ivan Hernandez to continue developing a membership proposal for the ExCo to review. OPEN.

ACTION: Secretary to work with Amaury Santos to update the IEC – CANENA Coop agreement from 2007. Secretary to combine the two IEC documents, send to the ExCo for commenting, and then balloting over email. OPEN.

ACTION: The three CANENA SDOs to discuss creating a CANENA written IP agreement amongst all three of CSA, UL, and ANCE. OPEN.

ACTION: ExCo members to be given access to the CSA website demo with the expectation the site is visited, and comments are discussed at the next ExCo meeting. CLOSED.

3.0 CANENA WEBSITE D. Abbate

The Secretary noted the CANENA website may be included in the future scope of work of NEMA’s website update. Further updates will be provided when available.

4.0 CANENA THC 23B-6, Nightlights D. Abbate

NEMA requests a new secretary be appointed for the CANENA THC 23B-6 project to harmonize UL 1786 / CSA spec 256, *Direct plug-in luminaires*, also known as Nightlights. The ExCo will wait to hear from Pierre Desilets before proceeding with this discussion.

ACTION: This item to be added to the next ExCo agenda.

5.0 IEC GENERAL MEETING D. Abbate

The ExCo discussed whether to have a CANENA representative attend the IEC General Meeting, which is to be held in Cairo, Egypt from Sunday 22 to Thursday 26 October 2023. Rafael Nava, Thomas Domitrovich, Luis Ivan Hernandez, and Valara Davis said they are likely to be in attendance. The ExCo noted the IEC SMB and IEC Council usually receive a written CANENA report.

ACTION: CANENA Secretary to provide the CANENA President with an updated IEC report for review.

6.0 CANENA WORK PLAN TASK FORCE REPORT D. Abbate

The Task Force members will present findings and material prepared for the September presentations.

Plan: Develop a new CANENA Task Force to combine the efforts of the former Task Forces to develop enough content to present to the Costa Ricans SDOs and trade organizations in September 2023. An agenda, including items and time allocation, and detailed work plan need to be developed. NEMA, EFC, and CANAME would be given the opportunity to participate and/or provide input.

7.0 **FUTURE MEETING**

The next meeting of the ExCo will be an in person meeting located in Costa Rica. MS Teams will be available. The CANENA Work Plan Task Force will work to finalize the agenda and program for the guests. ExCo members and guests were asked to make their own sleeping room reservations.

Wednesday, September 6, 2023

| | |
|----------------------------|-----------------------|
| Breakfast | 8-9am Costa Rica Time |
| CANENA Meeting | 9-12pm |
| Lunch | 12-1pm |
| CANENA Meeting (as needed) | 1-5pm |
| No dinner plans | |

Thursday, September 7, 2023

| | |
|------------------------------------|--|
| September 7, 2023 | |
| Breakfast | 8-9am Costa Rica Time |
| CANENA Meeting | 9-12pm |
| Lunch | 12-1pm |
| CANENA Meeting (as needed) | 1-5pm |
| Dinner (short walk from the hotel) | 6-8pm - El Novillo Alegre Plaza Cariari - Plaza Cariari Heredia Ulloa, 40104, Costa Rica |

Sleeping Rooms

Please make sleeping room reservations on your own. Here is a link to the hotel's website: DoubleTree by Hilton Hotel Cariari. There appears to be plenty of availability.

Meeting Food

We will have a breakfast and lunch each day. We will likely plan a dinner outing but no plans are set yet.

Hotel Information

DoubleTree by Hilton Hotel Cariari San Jose - Costa Rica
San Antonio de Belen, Cariari, San Jose, San José, 40703, Costa Rica
DoubleTree by Hilton Hotel Cariari

Guest Invite List

| COLOMBIA | | | |
|------------|---------------------|---------------------------------|--|
| NC | President | Ms Lina Clemencia Pulgarin | lina.pulgarin@signify.com |
| NC | Secretary | Mr Daniel Trillos | dtrillos@icontec.org |
| SDO | Standards, Director | Ms Monica Vivas | mvivas@icontec.org |
| | | Diego Valencia | diego.valencia@cidet.org.co |
| | | Katherine Galindo | kthgalindop@icontec.org |
| COSTA RICA | | | |
| NC | President | Mr Jorge Vargas | jorge.vargas@legrand.com |
| NC | Secretary | Ms Alexandra Rodriguez Venegas | arodriguez@inteco.org |
| SDO | Executive Director | Mr Mauricio Cespedes | mcespedes@inteco.org |
| PERU | | | |
| NC | President | Mr Raúl Del Rosario Quinteros | rdelros@pucp.edu.pe |
| NC | Secretary | Mrs Maria del Rosario Uria Toro | ruria@inacal.gob.pe |



Departures from Hotel to SJO Intl. Airport:
Every hour starting at 4:00 a.m. until 1:00 am



Departures from SJO Intl. Airport to Hotel:
Every hour starting at 4:30 a.m. until 1:30 a.m.

For more information please contact us at (506) 2209-1000 or email us at doubletreecriari@cariari.co.cr

8.0 OTHER BUSINESS

There was no other business discussed.

MOTION: A motion was made and seconded to support Guy Benjamin as CANENA President for the next two year term from Feb 2024 to Feb 2026. It was unanimously approved.

9.0 ADJOURNMENT

The meeting was adjourned at 10:43am ET.

Submitted by: Danny Abbate August 15th, 2023
Reviewed by: Peter Tolsdorf August 18th, 2023