



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: Wednesday, June 21st, 2023
10:00am to 11:30am 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
Domitrovich	Tom	Eaton
Chopra	Gurvinder	Electro-Federation Canada
Harris	Donald	Northern Cables Inc.
Ricárdez Barberá	Jesús Martín	Condumex S.A. de C.V.
Hernandez	Luis Ivan	ANCE, A.C.
Nava Uribe	Rafael	Mabe México, S. De R. L. De C. V.
Yarza	Julián	Servicios y Soporte Regulatorio SSR, SA de CV
Davis	Valara	UL Standards & Engagement
Patel	Dip	Leviton Canada
Members Absent		
Máximo León	Juan Manuel	Conductores Monterrey S.A. de C.V.
Desilets	Pierre	Leviton Canada
Hamden	Todd	Hubbell Canada
Tharp	Rusty	Goodman
Others Present		
Abbate	Daniel	NEMA

1.0 **ADMINISTRATION**

1.1 **Welcome Members and Guest**

The meeting was called to order at 10:00 am ET.

1.2 Quorum Determination

The Secretary noted 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
- 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

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

1.5 Approval of Minutes

The last meeting of the committee was held on May 5th, 2023. Comments were received for item 8.4.

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



2023May5 CANENA
ExCo MtgMinutes_r1.p

2.0 ACTIONS FROM PREVIOUS MEETINGS

ACTION: CANENA Operations Committee to check CANENA procedures on comment resolution. COMPLETE.

ACTION: Valara Davis to work with Mark Humphries to convene a meeting of the Operations Committee. COMPLETE.

ACTION: New 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. ACTIVE.

Portfolio Comparison Analysis

As of Nov 24, 2022 10:50

ASSET ALLOCATION COMPARISON

	Old Allocation	New Allocation
Deposits & Money Market Funds		0.77%
Investment Grade Fixed Income	34.96%	34.91%
Other Fixed Income	0.00%	0.00%
US Equity	31.79%	30.87%
Global Equity	0.79%	0.79%
Non-US Equity		13.89%
Hedge Funds	28.25%	
Asset Allocation Investments		1.01%
Total Portfolio	100.00%	100.00%



CANENA Draft IRS Form 990EZ.pdf

ACTION: Treasurer to report to the ExCo on investment options and rules for CANENA reserve cash at the next CANENA ExCo meeting. ACTIVE.

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. ACTIVE.

ACTION: Secretary to work with Amaury Santos to update the IEC – CANENA Coop agreement from 2007. ACTIVE. AGENDA ITEM 3.0.

3.0 IEC – CANENA COOP AGREEMENT

D. Abbate

The CANENA President and Secretary received a request from Amaury Santos to update this agreement, which dates from 2007. Members thought it would be good to have a signing ceremony at the September ExCo meeting or at the Feb 2024 Annual Meeting.



CANENA Annex A draft_GB.docx



COOPERATION AGREEMENT BETWEEN

ACTION: Secretary to combine the two IEC documents, send to the ExCo for commenting, and then balloting over email.

4.0 CANENA WORK PLAN TASK FORCE REPORT

D. Abbate

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.



CANENA Strategic Work Plan.docx

The Exco and the SDOs noted that consideration must be given to the legal and procedural viability of adding new partners to the CANENA Bylaws, noting that written agreements would be needed. Members noted there is not currently a written agreement amongst all three of CSA, UL, and ANCE, although IP

agreements are in place with each other. CANENA would need to facilitate IP agreements amongst each of the three current SDOs.

ACTION: Secretary to doodle poll the CANENA Work Plan Task Force for a teleconference.

5.0 COMMITTEE REPORTS

5.1 TREASURER'S REPORT

T. Hamden

During the last meeting Treasurer Todd Hamden noted the closure statement for 2022. The Secretary noted the 2022 CANENA taxes have been filed to the US IRS.



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2022 - DECEMBER 31

5.2 AUDITOR'S REPORT

P. Desilets

The Audit Committee Chair was not in attendance and no new information was provided.

5.3 PLANNING/ANNUAL GENERAL MEETING REPORT

L.I. Hernandez

The CANENA Planning Committee provided an update on the 2024 AGM and the September 2023 ExCo face to face meeting in Costa Rica on September 6 and 7, 2023. Mr. Hernandez noted he is working with Inteco to obtain venue bids for the 2024 Annual Meeting and the September in person meetings in Costa Rica. He added that many panel and discussion topics have been proposed by the committee as well as by the Costa Rican, Peruvians, and Columbians.

ACTION: Luis Ivan to confirm the hotel by June 30. ExCo members will be instructed to book the DoubleTree by Hilton individually. Luis Ivan will reserve meeting space for two days.

September Hotel Info: DoubleTree by Hilton Hotel Cariari San Jose - Costa Rica
San Antonio de Belen, Cariari, San Jose, San José, 40703, Costa Rica
<https://www.hilton.com/en/hotels/sjodtdt-doubletree-cariari-san-jose-costa-rica/>

5.4 OPERATIONS COMMITTEE

M. Humphries

Mr. Humphries asked the ExCo for comments on the idea to update the [Technical Committee List](#) on the CANENA website.

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

5.5 REGISTRAR REPORT

L.I. Hernandez

The report was received from the Registrar.



2023-06-20 CANENA
REGISTRAR REPORT.ppt

5.6 MARKETING COMMUNICATIONS COMMITTEE REPORT

D. Abbate

The report was received from the Marketing Communications Committee.



CANENA Connects
June 2023 Issue.docx

5.7 AMBASSADOR-AT-LARGE REPORT

R. Nava

CANENA Ambassador-at-Large Mr. Nava provided an update.



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ambassador report 2

6.0 CANENA MEMBERSHIP STRUCTURE

P. Desilets

The Secretary noted work on this item is ongoing.



annual dues
proposal.xlsx



annual dues proposal
2024.xlsx

7.0 SDO UPDATES

UL, CSA, ANCE

The Secretary noted the action assigned to the SDOs.

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

8.0 FUTURE MEETING

The next teleconference of the ExCo will be Tuesday, August 15, 2023 from 10-11:00am ET.

The next meeting of the ExCo will be an in person meeting located in Costa Rica. MS Teams will be available. ExCo members are encouraged to make flight reservations into San Jose airport SJO.

Schedule:

Wednesday, September 6 – Full Day – 9am-5pm ET

Thursday, September 7 - Full Day – 9am-5pm ET

9.0 OTHER BUSINESS

There was no other business.

10.0 ADJOURNMENT

The meeting was adjourned at 11:26am ET.

Submitted by:	Danny Abbate	June 21 st , 2023
Reviewed by:	Peter Tolsdorf	June 23 rd , 2023