



May 5th, 2023

CANENA EXECUTIVE COMMITTEE MEETING MINUTES

MEETING: CANENA ExCo

DATE: Friday, May 5th, 2023
10:00am to 12:00pm 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.
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.
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
Yarza	Julián	Servicios y Soporte Regulatorio SSR, SA de CV
Davis	Valara	Underwriters Standards and Engagement
Patel	Dip	Leviton Canada
Members Absent		
None		
Others Present		
Abbate	Daniel	NEMA
Domitrovich	Tom	Eaton

1.0 ADMINISTRATION

1.1 Welcome Members and Guest

The meeting was called to order at 10:02 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. Members announced themselves and the US guest, Tom Domitrovich, was welcomed.



CANENA ExCo Roster
- April 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

The ExCo decided to address agenda item 7.0 first.

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 February 21st, 2023. No comments were received, and the minutes were determined to be approved via correspondence.



2023Feb21 CANENA
ExCo Mtg MINUTES.pr

2.0 ACTIONS FROM PREVIOUS MEETINGS

ACTION: EFC Lighting and NEMA Wiring Device, and CANENA 34 members to be asked about their interest in nightlights. This will also be discussed at the upcoming CSA ICLP meeting in May 2023. COMPLETE.

ACTION: The CANENA Secretary to send information to EFC and CSA with a request to review interest in Nightlights. COMPLETE.

ACTION: CANENA Ops and Marketing to develop a scope of work and budget to update the CANENA website to be presented to the ExCo in Fall 2023. COMPLETE. AGENDA UNDER ITEM 8.4.

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. ONGOING.

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. COMPLETE.

NEW ACTION: Secretary to send the CANENA 990 tax form to the CANENA Treasurer and President for a final review before NEMA submits on CANENA's behalf.

Portfolio Comparison Analysis

As of Mar 24, 2023 (USD)



ASSET ALLOCATION COMPARISON		
	Old Allocation	New Allocation
Deposits & Money Market Funds		0.77%
Investment Grade Fixed Income	76.00%	83.70%
Other Fixed Income	3.90%	9.03%
US Equity	35.70%	36.80%
Global Equity	8.70%	
Non-US Equity		15.88%
Hedge Funds	26.20%	
Asset Allocation Investments		3.69%
Total Portfolio	100.00%	100.00%



CANENA Draft IRS Form 990EZ.pdf

NEW ACTION: Secretary to work with CANENA Treasurer to make an investment recommendation during the September ExCo meeting.

ACTION: Luis Ivan to explore Cvent to determine the software's ability to automatically identify individuals that need to pay their CANENA membership. COMPLETE.

ACTION: Greg Steinman to contact Bill Hansen to discuss CANENA membership and his role as US Ambassador. COMPLETE.

ACTION: Secretary to solicit member interest from the US Caucus to replace Bill Hansen as US Ambassador-at-Large. COMPLETE.

NEW ACTION: Greg Steinman to work on obtaining a CV from Tom Domitrovich and inform Tom of his ExCo approval.

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. ONGOING. AGENDA ITEM 9.0.

ACTION: Secretary to work with Amaury Santos to update the IEC – CANENA Coop agreement from 2007. ONGOING. AGENDA ITEM 6.0.

3.0 THC CHAIR APPOINTMENTS

D. Abbate

A. THSC 20, BUILDING WIRE AND CABLE

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

New Chair: David Watson, Southwire

New Vice-Chair: Marco Antonio Vazquez Avendano, Conductores Monterrey

MOTION: A motion and a second were made to approve the THSC 20 officers as listed above. It was unanimously approved.

B. THC 23B, IN GROUND BOXES

THC 23B Secretary Casey Granata requests approval of a new officer for the committee:

New Chair: Todd Hamden, Hubbell Canada

MOTION: A motion and a second were made to approve the THC 23B officer as listed above. It was unanimously approved.

4.0 CANENA LUMINAIRES

D. Abbate

CANENA secretary reported that the NEMA lighting group has declined participation a project to harmonize CSA 250.1 and UL 1598B.

ACTION: Secretary to inform EFC about the Luminaires project status.

5.0 CANENA THC 23B-6, Nightlights

D. Abbate

CANENA THC 23B-6 Secretary Andrei Moldoveanu has worked to confirm that no NEMA member currently makes products in the scope of the two harmonized standards UL 1786 / CSA spec 256, Direct plug-in luminaires, also known as Nightlights. Pierre Desilets noted there is a THC with one member, himself. No additional action is needed until the current harmonization cycle completes.

6.0 IEC – CANENA COOP AGREEMENT

D. Abbate

This item was not discussed at this meeting and will be added to the next agenda.



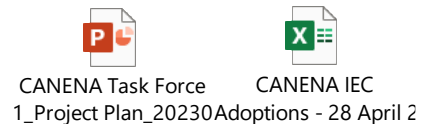
7.0 CANENA STRATEGIC TASK FORCE REPORTS

D. Abbate

Recommendations from each of the two task forces were discussed.

A. Task Group 1

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



B. Task Group 2

- o Product focus: Electric mobility, electrification, cybersecurity, photovoltaics, household appliances, power transformers, power over ethernet, installation instructions, etc.



Succession planning. No Task Force was started on this topic, but it is a concern for CANENA's future.

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.

Conclusion: The ExCo members thought that the recommendations in Task Force 1 and Task Force 2 recommendations 1 and 2 should be started. Canadian Electric Code (CE Code) Appendix A was cited as resource to use for these efforts.

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.

- Apply marketing to CANENA's IEC based harmonized standards
 - CANENA should consider how to market CANENA from the NA perspective and show we have already developed national differences to the NEC code.
 - Common in-country clauses related to electrical infrastructure
 - Use tri-national harmonized standards based on IEC as part of an education/marketing package to the countries.
- Create formal process of proposing North American National Differences to the IEC and develop a path to work more closely with the TAGs and Mirror Committees

MOTION: A motion was made by Todd Hamden and seconded by Don Harris to start a new CANENA Task Force to develop a detailed work plan (including the setting of action items for the existing CANENA subcommittees) and an agenda for ExCo review in preparation for the September ExCo meeting based on the recommendations below from Task Force 1 and Task Force 2. It was unanimously approved.

MOTION: A motion was made by Todd Hamden and seconded by Don Harris to approve the updated text for the motion above. It was unanimously approved.

- Focus on marketing CANENA tri-national standards of interest in the region (ex. EV)
 - Lots of EU programs in LATAM to influence e-mobility
 - Develop a communication to help influence the use of our standards in the region
 - Give them information to give them more than EU as an option
- Push for the CANENA IEC adoptions that are currently bi-national to become tri-national projects. Also review the list of IEC adoptions in each country that were developed outside of CANENA for possible harmonization. Need an analysis looking at the IEC standards adopted separately by each of the countries for products covered by NEMA, EFC, and CANAME. In coordination with ExCo Task Force one analysis.
- Identify the standards for new products, then speak with those industries about harmonization projects. E-mobility only.

Roster: Valara Davis, Don Harris, Guy Benjamin (Chair), Mark Humphries, Todd Hamden, Rafael Nava, Luis Ivan Hernandez, Dip Patel

8.0 COMMITTEE REPORTS

8.1 TREASURER’S REPORT

T. Hamden

Treasurer Todd Hamden noted the closure statement for 2022.



CANENA - JAN 1,
2022 - DECEMBER 31

8.2 AUDITOR’S REPORT

P. Desilets

The Audit Committee Chair provided no updates at this time.

8.3 PLANNING/ANNUAL GENERAL MEETING REPORT

L.I. Hernandez

The CANENA Planning Committee noted discussions have started with the SDO in Costa Rica, INTECO, to participate in the 2024 AGM, likely in San Jose, Costa Rica. Mr. Hernandez noted work to secure a venue are ongoing. A suggestion was made to organize a technical facility visit.

8.4 OPERATIONS COMMITTEE

M. Humphries

Mr. Humphries presented a suggestion for the new CANENA standards development. Technical Committee List and area where the committees on the CANENA website to be migrated to the CSA website. The setup cost is \$7,500 plus \$5,000 per year for maintenance. A short demonstration took place but was limited because of time. It was suggested that the new area is more user friendly with easy editing capabilities and will help ensure the information on the page is current, a major complaint regarding the existing area. No action was taken at this time. It was noted that if any Exco Members would like to review the proposed new Standards development area they should reach out to the operations committee chair.
The setup cost is \$7,500 plus \$5,000 per year for maintenance.
No action was taken at this time.

8.5 REGISTRAR REPORT

L.I. Hernandez

This item was not discussed at this meeting and will be added to the next agenda.



2023-05-05 CANENA
REGISTRAR REPORT.p

8.6 MARKETING COMMUNICATIONS COMMITTEE REPORT

D. Abbate

This item was not discussed at this meeting and will be added to the next agenda.



CANENA Connects
March 2023 Issue.doc

8.7 AMBASSADOR-AT-LARGE REPORT

T. Domitrovich and/or R. Nava

[There was not available time to review this agenda item during the meeting. It was noted that the presentation will be made available.](#)

The Secretary noted that Tom Domitrovich, Eaton, was nominated to replace Bill Hansen as the US Ambassador-at-Large to the CANENA ExCo and that no other nominations were received from the US Caucus.

MOTION: A motion and a second were made to approve Tom Domitrovich as US Ambassador-at-Large. It was unanimously approved.



2023-05-05 CANENA
REGISTRAR REPORT.p

9.0 CANENA MEMBERSHIP STRUCTURE

P. Desilets

This item was not discussed at this meeting and will be added to the next agenda.

10.0 SDO UPDATES

UL, CSA, ANCE

This item was not discussed at this meeting and will be added to the next agenda.

11.0 FUTURE MEETING

A CANENA ExCo teleconference will be 90 minutes doodle polled for June 19-23, July 19, 20, 21.

The next meeting of the ExCo will be a hybrid meeting with a physical meeting located in Costa Rica a location to be determined.

Schedule:

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

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

ACTION: The ExCo confirmed the September meeting will be in Costa Rica.

12.0 OTHER BUSINESS

There was no other business discussed.

13.0 ADJOURNMENT

Motion: A motion and a second were made to adjourn at 12:07pm ET.

The meeting was adjourned at 12:00pm ET.

Submitted by:	Danny Abbate	May 5 th , 2023
Reviewed by:	Peter Tolsdorf	May 8 th , 2023