



INDUSTRY APPLICATIONS SOCIETY

PULP & PAPER INDUSTRY COMMITTEE

MINUTES

of the

FULL COMMITTEE

ANNUAL MEETING

2012 PPIC COMMITTEE ANNUAL MEETING

The Nines Hotel, Portland Oregon

June 19, 2011

Minutes recorded by John A. Kay, PPIC Secretary

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1) WELCOME AND INTRODUCTIONS – Rhonda Sheppard

Rhonda called the meeting to order at 3:05 PM. She provided a warm welcomed to everyone at the Portland Conference and to the Full Committee Meeting. Everyone in the room was asked to introduce him or herself including their company affiliation.

2) REVIEW/APPROVAL OF MINUTES OF CONFERENCE MEETING – JOHN KAY

John reported that the full committee interim meeting minutes, held in Atlanta, were distributed via email to those of the committee and these same minutes were posted on the committee website www.pulpandpapercommittee.com. Larry Olsen motioned to approve the minutes and the motion was seconded by John Malinowski. The minutes were approved by the full committee.

3) EXECUTIVE COMMITTEE REPORT – John Kay

John reported that 11 members were in attendance at the Executive Committee meeting held Sunday June 17, 2012 at 3:30PM.

Some of the highlights of interest that were discussed:

- a) James A. Rooks Memorial Student Intern Program – This year marks the 6th anniversary of this program where we have been able to sponsor electrical engineering students to participate in the conference. The pool of funding is still over \$100,000 but we encourage everyone to consider a financial donation to continue to sustain these funds.
- b) 2012 Conference Technical Program- Alex reported that the creation of the technical program went well. Alex worked with Louie Powell to better understand the ScholarOne program. Most papers were formalized by the end of February.
- c) 2010 San Antonio Conference Update – Books are closed but not yet fully audited. Unfortunately Peter Baen was not able to be at the meeting. Currently it appears the conference lost just over \$8,000 even after the hotel forgave a room block attrition charge of >\$25,000.
- d) 2011 Nashville, audit complete and final IEEE report is due shortly reporting a net surplus of \$53,740!!
- e) Interim Meeting- Initial discussion centered on having the interim meeting in Atlanta. There was a lot of discussion surrounding this topic but the conclusion was that it should be brought back to this full committee for discussion. This will be discussed later in the agenda. Blake has offered to assume the role of Interim Facilities Coordinator as Dave Rollay has retired.
- f) Open Positions –
 - i) Unusual Failure Moderator – Stan Merritt will be asked to host this at this year's conference.
 - ii) Perpetuation Council Chair- Blake Lloyd has taken over this role from John Kay. Blake will be reengaging those on this committee.
 - iii) PowerPoint Operator – We are looking for an operator for the 2012 conference. Roly Roberge will not be able to support as he is the Local chairman.

4) TREASURER'S REPORT/CONFERENCE AUDITS – GRED DREWISKE

Greg reported the financial status of our current, past and future conferences as follows:

2009 Conference – Robert Adams

The audit is completed, the results confirmed and they returned a surplus of **\$12,357** back to the IEEE.
CLOSED

2010 Conference – Peter Baen (report given by Greg Drewiske)

The committee is still forecasting a LOSS of approximately \$8,000. The good news is that several penalties, including a guest room night attrition penalty fees of over \$25K, were avoided. Some costs were also absorbed by the PCIC as well.

2011 Conference – John Malinowski

The IEEE has acknowledged that we passed audit and the final updated report indicated a large surplus (\$53,740) which was sent back to the IEEE. IEEE's complaints were we didn't match our forecasted budget well. We had too much revenue and not enough expenses!

Other noteworthy feedback from the IEEE included being mindful of good record keeping and the need to provide a 1099 form for any prize paper awards. These are needed even though the amount is under \$600.

2013 Conference – Roly Roberge

Committee is forming up. Budget has been submitted and approved. We will be at the Omni Hotel which is in the downtown core of Charlotte. The rate will be \$153/night. The hotel is about 8 miles from the airport and so you can expect to pay \$35/40 for a Taxi. Parking at the hotel is \$22/day for valet or \$15 for self-parking. For free internet you must be an Onmi Club member.

The current plans are to have 22 exhibitors booths.

2012 Conference – Dave Durocher

Special thanks to our Portland 2012 PPIC Local Committee:

LOCAL CHAIRMAN - Dave Durocher - Eaton Corporation

PROGRAM CHAIR - Alex Wu – Global Engineering

FINANCE CHAIR - George Matto - The Okonite Company

WEBMASTER - Pete Famighetti - ABB

REGISTRATION - Lana DeLeon - TecoWestinghouse

SPONSOR & VENDOR EXHIBITS - Duncan Rhodes – Emeritus

HOSPITALITY & GUEST PROGRAM - Terry Durocher

TUTORIALS - Warren Hopper - Weyerhaeuser

AWARDS - Rory Johnson - Weyerhaeuser

And to all of their volunteers as well!

5) STANDING SUBCOMMITTEE REPORTS

a) **MEMBERSHIP – ALAN LOWE**

Our current committee membership is 102. Since the interim meeting in October we have had the following changes in membership:

- No new members
- D. Ray Crow was reinstated
- No resignations or members dropped
- Ron Simpson passed away.

We currently have no applications pending.

At the interim meeting in October we had 21 members present, 25 with excused absences, and 56 with unexcused absences.

Seventy two members or 71.2% of our membership are at a member grade of Senior Member or higher.

The job sector distribution of our membership is as follows:

- 59 vendors
- 21 consultants
- 17 mill people
- 2 academic
- 3 retired

Report submitted by Alan Lowe, Membership Chairman.

b) **2012 Mailing List Report – JOHN KAY**

Using the registration list from the Nashville committee and reconciling that data to the master mailing list I updated our data. I also update the data based on the mark ups of the mailing list documents displayed at the conference.

The following are our statistics,

Total Entries after 2011 conference	2223	
Stale Entries	633	[no attendance since 1998]
Stale Entries with no email add.	237	[no attendance since 1998]
Entries removed this year	409	[no attendance since 2001*]
Added in 2011/2012 to-date	<u>4</u>	
Total Entries after data cleansing	<u>2179</u>	

Entries with Email address	1942 89% (prv. 89%)
Active* with Email address	1809 83% (prv. 91%)

*- Have attended at least one conference in the last 10 years. (MANY addresses are no longer valid)

Approximately 133 entries are marked for removal this coming year (no attendance for the last 10 years AND no valid email address.)

c) 2012 FELLOWS NOMINATIONS – JOHN KAY

It is my pleasure to formally inform you that I was elevated to IEEE Fellow after several attempts! Special thanks to those who provide references on my behalf!

Mr. Ron Simpson was resubmitted, through our conference, for consideration for this year's class. Unfortunately Ron's nomination was not successful.

I am happy to report that again this year we have one nomination submitted from our committee.

I am honoured to say that **Stan Merritt** has been submitted for consideration. (Thanks goes to Larry Olsen who stepped in on my behalf to formally do the application as I wanted to be included as a reference for Stan. I can no longer submit an application and be a Fellow reference)

The IEEE Fellows Review Committee does not issue their report in late November so we will not know until next year's conference if Stan was successful. Any news of elevations submitted by our committee, as we did this year, will be announced by way of an email to our distribution list.

d) PAPER AWARDS/MAGAZINE AND TRANSACTIONS SUBMITTALS – MARK WEAVER

Mark provided an informal report given from the floor. Again this year there will be prizes for the 1st and 2nd place papers as well as the Best Mill paper. Ten to twelve papers were submitted for IAS Transactions or the IAS Magazine shortly after our last year's conference and the same process will occur this year.

e) PUBLICITY – ROB BOTELER

The Nashville conference paper awards were published in the 2012 Sept/Oct edition of the IEEE Industry Application Magazine.
(Rob) is stepped down from this position. We are looking for a volunteer to fulfill this role.

f) PPIC AWARDS NOMINATION – RORY JOHNSON

The awards for this year's conference were announced by way of the conference record. These award winners will be formally recognized at the awards banquet. Congratulations to Dave Durocher and Anibal Valenzuela. Nominations for the 2013 service awards need to be submitted by the

interim meeting in October. All subcommittee chairs were reminded to discuss nominations within their subcommittees.

6) LIAISON REPORTS

a) IEEE/IAS – DAVE DUROCHER

Our own Blake Lloyd is the IAS president elect for year 2013-2014. Mark Weaver is continuing as the assistant editor of the IEEE Transactions on Industry Application. This participation has enabled the PPIC to benefit as members of IAS in areas such as Society co-funding of the James A Rooks Student Intern program.

b) TAPPI – BURT JUDSON

Burt Judson reported that TAPPI continues to struggle. But, the Electric Drives Committee continues to be very active. TAPPI is hosting a 1 ½ day course on Paper Machine Drives this week (Thursday).

c) IEEE – STANDARDS PROJECTS COORDINATION – JOHN MALINOWSKI

John Malinowski reported the following:

Many of the IEEE Standards subcommittees will meet at the PCIC in New Orleans in September. Standards:

IEEE 1068 - Standard for the Repair and Rewinding of AC Electric Motors in the Petroleum, Chemical and Process Industries.

P1349 - This continues with WG meetings several times a year in the Houston area.

P1566 - Large adjustable speed drives working group

P841 – Premium Efficiency, Severe-Duty, Totally Enclosed Fan-Cooled (TEFC) Squirrel Cage Induction Motors—Up to and Including 370 kW (500 hp)

d) IEEE ELECTRICAL SAFETY WORKSHOP – LARRY THOMAS

The electrical safety workshop committee will meet in New Orleans at the PCIC conference. The 2013 IEEE IAS Electrical Safety Workshop will be held March 11-15, 2013, Dallas, Texas. The workshop website is: <http://www.ewh.ieee.org/cmte/ias-esw/index.html>

7) OPERATING SUBCOMMITTEE REPORTS

PCEMC – APPENDIX B

PDS – APPENDIX C

TSSC – APPENDIX D

DCS – APPENDIX E

FPC (Ad Hoc) – APPENDIX F

8) PORTLAND CONFERENCE REPORT – DAVE DUROCHER

Attendance looks good for this week and we are looking forward to a great week. Alex has a good technical program lined up which he'll be commented about shortly.

Present statistics;
175 full registrations
3- Academia
52- Electrical Engineers
99- Suppliers
22- Consultants
29- First Time attendees
Tutorials
#1- 17
#2- 35
#3- 35
Social Event – 110
Exhibitors- 16

9) FUTURE CONFERENCES – JOHN MALINOWSKI

a) **2013 – Charlotte, NC. - Roly Roberge** (Taken over from Darren Honaker)
Roly reported his team is working well. The venue will be the Omni hotel which is located in the downtown area of Charlotte. He is still building his local committee and will accept any volunteers.

b) 2014 AND BEYOND – John Malinowski

2014 – John Malinowski is trying to recruit support for Appleton or Milwaukee area. He is in need of someone from a mill or vendor to step up and take the chairperson position. We have a couple of vendors who may step up to host the event.

2015 - Looking at Maine, Midwest U.S.A., Atlanta, Memphis or Jacksonville.

2016 – Perhaps back here on the West coast of the USA.

2017 – Maybe in the south – New Orleans, Houston?

10) TECHNICAL PAPERS - 2012 PORTLAND CONFERENCE: ALEX XU

We have a strong technical program for this year's conference with 24 slots filled along with a full group of NPPs. Thanks to all of the subcommittees for following through on obtain these papers. Thanks to the vendors for their support. John Kay will be the Technical Chairman for the 2013 and 2014 conferences.

11) SCHOLARONE MANUSCRIPTS UPDATE - ALEX XU

The process again went very well using this system. The 2012 Author's Guide was revised to included revised instruction to authors for submitting papers into ScholarOne. John Kay will be updating the Author's Guide for the 2013 conference.

The paper submission process is;
After the interim meeting, the A and B papers are the ones that are focused on

After a final review needs is completed, the papers are uploaded into ScholarOne. Alex outlined that he will again be utilizing ScholarOne to a fuller extent this year.

Papers are dealt with as "First come First Served" basis.

12) OLD BUSINESS

a) AD HOC – SUSTAINABILITY – DAVE DUROCHER

Dave reported that the Sustainability Committee was very active again this year. In July of last year a "Sorry we missed you" letter along with a conference CD was sent out to those who attended the 2010 conference but not the 2011 conference.

Again this year they used an email blitz to over 1300 mill and wood products engineers (747/584). The number of engineers attending the conference is a high since 2004.

We expect to continue this process of an email blitz for the 2013 conference.

B) AD-HOC – PERPETUATION COUNCIL (BLAKE LLOYD)

Blake Lloyd had nothing new to report since taking over this role from John Kay. He admitted to be woefully inadequate, so far, but promised to do better! "I had big shoes to fill". He plans on working with John right after the conference.

c) AD HOC COMMITTEE FOR THE JAMES A. ROOKS MEMORIAL INTERN PROGRAM– GREG DREWISKE

Greg reported that this year marks the 6th anniversary that we have been able to sponsor electrical engineering students.

This year we have four interns at the conference from abroad range of geographical locations.

This year's award recipients are;

Marshall Cooley; is a junior at Western Carolina University in Cullowhee, North Carolina. He is planning to graduate in May of 2014 with a degree in Electrical Engineering. He is currently an intern with the Domtar Paper Marlboro Mill in Bennettsville, South Carolina. His sponsor is Michael Feldkirchner, Senior Electrical Project Engineer at the Marlboro Mill.

Chris Jaccard; is senior at the University of Victoria, in Victoria, British Columbia. He is planning to graduate in September 2013 with a degree in Electrical Engineering. He is currently an electrical engineering intern with the Domtar Kamloops Cellulose Fiber Mill in Kamloops, British Columbia. His sponsor is Tim Harshenin, Process Control Lead at the Kamloops Mill.

Chris Pixley; is a Junior Oregon State University in Corvallis, Oregon. He is planning to graduate in June 2014 with a degree in Electrical Engineering. He is currently an electrical engineering intern at the Georgia Pacific mill in Halsey, Oregon. His sponsor is John Joiner, Senior Project Engineer – Electrical at the Halsey Mill.

Wade Robinson; is a senior at Frostburg State University in Frostburg, Maryland. He is planning to graduate in May 2013 with a degree in Electrical Engineering and Physics. He is currently an

electrical engineering intern at the NewPage Luke Mill in Luke, Maryland. His sponsor is Vernon Beachum, Senior Electrical Engineer at Luke Mill.

d) JAMES A. ROOKS MEMORIAL CONTRIBUTIONS – DAVE DUROCHER

Dave reported that the foundation still had over \$121,000.00 on hand at the end of Dec. 2011. But we need to continue to refresh and renew our contributions. Considering that we have four award winners this year, we will need to insure we can continue to fund this initiative for the future. This year our plan was to fund up to \$2000.00 per student with a maximum of four students.

E) CONFERENCE SURVEY – GREG DREWISKE

Greg announced that it will be our intention to send out a survey about two (2) weeks after the conference.

13) NEW BUSINESS

a) INTERIM MEETING – (BLAKE LLOYD)

Blake is taking over from Dave Rollay (retired). With on-going discussion about hosting a virtual meeting, it was still felt that Atlanta was still a good location to host a formal interim meeting.

Blake suggests we try and set up individual WebEx type meetings for each subcommittee ONLY to encourage more participation. Blake will discuss with committee heads.

It was discussed at length about whether or not the main committee meeting should be in a teleconference (WebEx) style. But, it was agreed by consensus that large meetings of that type do not work well. There is too much interaction, background noise and it just becomes chaotic. We will proceed with a formal meeting.

Blake is looking at Atlanta or Charlotte

[Information below came in after the conference and is being added as reference]

Interim Meeting Date/Location

October 28-29, 2012

Renaissance Concourse Atlanta Airport

One Hartsfield Centre Parkway

Atlanta, GA 30354

www.marriott.com/atlsa

The group rate would be approximately \$119/day. For those driving in parking is \$8/day.

b) NEW SLATE OF OFFICERS FOR 2013/2014- DAVE DUROCHER

At the end of this conference, Rhonda will be retired from the executive moving to the role of Past Chair. Thus a new member of the executive must be added to our board. Dave announced that the nominating committee had met over the past few months to select a nominee for the treasurer role on the executive. On Sunday evening past, the executive committee unanimous approved the

nomination of Mike Feldkirchner as the nominee for the role of treasurer. The nominee has the full support of his employer in relationship to the on-going requirements of this and all future roles on the executive committee.

Dave asked if there were any nominations from the floor. None were brought forward. Allan Lowe asked that the nominations be closed. Seconded and carried. Nominations were closed.

Dave asked for a motion from the floor to approve the addition of Mike Feldkirchner to the position of Treasurer on the executive board. It was seconded. A unanimous show of hands and round of applause showed approval for the nomination. There were no nays! Motion was carried. Dave welcomed Mike to the executive committee.

Dave announced the Executive Committee roster for 2013/2014,

Alex Wu	Chairman
John Kay	Technical Program Chair (Vice Chair)
Greg Drewiske	Secretary
Mike Feldkirchner	Treasurer

Rhonda Sheppard Past Chair

c) Rhonda requested a motion to adjourn;

A motion to adjourn was made by Larry Olsen and was seconded by Rory Johnson. Motion was carried!

Business meeting was closed by Rhonda.

APPENDIX A- FULL COMMITTEE CONFERENCE MEETING AGENDA
IEEE PULP & PAPER INDUSTRY COMMITTEE
The Nines Hotel – Portland, Oregon
June 19, 2012
3:30 PM to 5:00 PM

1 - Welcome & Introductions	Rhonda Sheppard
2 - Review/Approval of Minutes of Interim Meeting	John Kay
3 - Executive Committee Report	John Kay
4 - Treasurers Report/Conference Audits	Greg Drewiske
5 - Standing Subcommittee Reports:	
a - Membership	Alan Lowe
b - Mailing List	John Kay
c – Fellows Nominations	John Kay
d - Paper Awards / Magazine and Transactions Submittals	Mark Weaver
e - Publicity	Rob Boteler
f - PPIC Awards Nominations	Rory Johnson
6 - Liaison Reports:	
a - IEEE - IAS	Dave Durocher
b - TAPPI	Burt Judson
c - IEEE - Standards Projects Coordinating	John Malinowski
d - Electrical Safety Workshop	Larry Thomas
7 - Operating Subcommittee Reports:	
a - PCEMC	Felix Nepveux
b - DCS	Michael Feldkirchner
c - PDS	Todd Leggette
d - TSSC	Rachel Bugaris
e - FPC (Ad Hoc)	John Malinowski
8 - Portland Conference Report	Dave Durocher
9 - Future Conferences	
a - 2013 Charlotte	Roland Roberge
b - 2014 and beyond	John Malinowski
10 – Charlotte Conference Technical Papers	Alex Wu/Greg Drewiske
11 - Old Business	
a - Ad-Hoc - Sustainability	Dave Durocher
b - Ad-Hoc – Perpetuation	Blake Lloyd
c - Ad Hoc Committee on Student/Intern Engineers	Greg Drewiske
d - James A. Rooks Memorial Contributions	Dave Durocher
e – Conference Survey	Greg Drewiske
12 - New Business	
a – Virtual Interim Meeting (Discussion from Subcommittees)	
b – Slate of New Officers	Dave Durocher
Adjourn Full Committee Meeting on or before 5:00 PM	

APPENDIX B- PCEMC SUBCOMMITTEE

Industrial Applications Society
Pulp and Paper Industry Committee
Process Control, Engineering, Maintenance & Construction Meeting
June 19, 2012

Meeting Start: 8:00 AM

Meeting Adjourned: 12:00 PM

Sub Committee Chair: Felix Nepveux

Recorded by: Roland Roberge

Total Members: 15

Members Present: 10

Rhonda Sheppard	Dave Durocher
Burton Judson Jr	Roland Roberge
Allen Watson Jr	Larry Menche
Blake Lloyd	George Matto
Robert Montgomery	Michael Tribe

Members Excused: 2

Peter Baen	Felix Nepveux
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Members Not Excused:

Pamela Gold	Jerry Nuernberger
Richard Watkins	

Guest: 7

Michel Dion	Dennis Bogh
Steven Doman	Walt Herbert
Eric McMahan	Edwin Ward
Bart Bartolucci	

Paper Reviewer for 2012:	David Durocher
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Backup Paper Reviewer:	Blake Lloyd
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Introduction:

Introductions were made and a list of the PCEMC members was circulated for attendance and updates.

General Business:

- Performing a conference call at the main conference meeting.
- Volunteers for the following open positions were requested:
 - PCEMC vice chairperson No Volunteers
 - Presenter Organizer for Charlotte is Mark Zawadzki.
 - Interim meeting Organizer is Blake Lloyd.

The method to perform the interim meeting was discussed again. Burt Judson stated that he see great value meeting face to face as opposed to having a conference call. The group discussed having a hybrid meeting, where the subcommittee would meet and also have a conference call during the subcommittee meetings. The main meeting would not have conference call capability. Blake Lloyd will establish call in number for the subcommittees.

New Business:

- The list of proposed papers was reviewed and updated with changes. New paper topics were discussed. The list submitted to the General Committee was:

0	A Paper
1	B Papers
5	C Papers
1	D Papers
7	E Papers
14	Total
1	Panel Discussion
3	Tutorials

Meritorious Award Nominees

No Meritorious Award Nominees were presented at the meeting.

Future Papers

Reference the Microsoft Excel spreadsheet that accompanies the minutes for the list of future papers.

APPENDIX C- PDS SUBCOMMITTEE

POWER DISTRIBUTION SYSTEM SUBCOMMITTEE ANNUAL MEETING MINUTES THE NINES HOTEL, PORTLAND, OR

Meeting Date: June 19, 2012

Meeting Start: 12:00 pm Meeting Adjourn: 2:30pm

Recorded by: Catherine Dalton

Total Membership: 28 Potential New Members: 2

Members Present: 10

Cathy Dalton	J C Das
Richard Field	Warren Henson
Anthony Locker	Stanley Merritt
Richard Schaefer	Marcelo Valdes
Craig Wester	Alex Wu

Guests present: 15

Members Excused: 4

Todd Legette	John Levine
Glenn Smith	William Vilcheck

Members Unexcused: 14

Members Transferred: None

Resignations: None

Meritorious Award Nominees: 0

2012 Paper Grader: Rich Schaefer

2013 Paper Grader: Rich Schaefer

PDS Papers Presented at Conference: 11

Introductions

Cathy Dalton (PDS Vice-Chair), in place of Todd Legette (Chairman), welcomed all present to the Portland PDS Subcommittee annual meeting. Each member introduced him or herself. A list of the PDS members was circulated for updating and attendance. Updates have been forwarded to Alan Lowe.

Executive Meeting Summary

- Open positions:

(1) Interim meeting coordinator (Blake for 2012, need volunteer for future conferences) - investigate virtual vs in-person meetings

(2) PowerPoint coordinator & backup for 2013 - attend author's breakfast, solicit presentations and review for commercialism

(3) Publicity chair - write press release for local conference (template available)
local committee members for future conferences

- Nominations for meritorious awards: service & engineering; nomination form & evaluation criteria can be found in Appendix D of the operating guide (available from PPIC website)

The 2012 PPIC interim meeting will be held in either Atlanta or Charlotte in October. Location, date, and hotel have not yet been determined.

The 2013 PPIC annual meeting will be held in June 2013 in Charlotte, NC. Locations for 2014 and 2015 are to be determined.

Future Papers

The subcommittee engaged in a discussion regarding technical papers for the Charlotte conference. See the table in the following pages.

A guest recommended a paper idea on the topic of "Bus Bracing" that would provide short circuit ratings of LV and MV gear from various manufacturers. This paper would be helpful when nameplates and/or short circuit ratings are not available on energized equipment so proper coordination and arc flash studies can be performed. Topic was discussed, but no author volunteer(s).

John Kay will be technical program chairman for 2013 conference in Charlotte, NC.

APPENDIX D- TSSC SUBCOMMITTEE

**TRAINING, SAFETY, STANDARD AND CODES SUBCOMMITTEE
IEEE / IAS PULP & PAPER INDUSTRY COMMITTEE
JUNE 19, 2012 – PORTLAND, OR**

MINUTES

Recorded by: Rachel Bugaris

Members Present: Rachel Bugaris
D Ray Crow
Daleep Mohla
Dennis Neitzel*
Larry Thomas
James White*

Total: 6

*completed membership form at meeting

Members with an
Excused Absence: Bryan Gunter
Total: 1

Members with an
Unexcused Absence: Norman Danz
Lanny Floyd
Jim Harris
Al Havens
Kevin Lippert
Dave Rollay
Paul Rouillier
Ralph Shead
Total: 8

Total Members: **15***
*includes new membership requests

Guests: David Shipp
John Francis
Braum Van Herwaarden
James Williams
Total: 4

Introductions

The meeting was called to order by Rachel Bugaris at 12:20 pm.

All attendees and guests introduced themselves. Attendance was taken with correction to contact information.

Announcements

Open positions in the committee were discussed. If interested in volunteering for any of these positions, contact Rachel Bugaris (rmbugaris@ra.rockwell.com) or any member of the PPIC executive committee.

- Publicity chair
- Conference PowerPoint coordinator & backup
- Interim meeting coordinator
- Local committees

If you would like to join the TSSC subcommittee, contact Alan Lowe (alan.lowe@ieee.org) to complete the official PPIC membership form.

Award nominations will be due at the Interim meeting in October. If you would like to nominate someone for the Meritorious Service or Engineering Awards, please submit a nomination form. The nomination form, as well as a description of the evaluation criteria for each award, can be found in the PPIC Operating Guide, Appendix D. The Operating guide is available at the committee website:
<http://pulpanpapercommittee.com>.

The date for the Interim meeting has not yet been determined. Due to low attendance at previous TSSC Interim meetings, we will attempt to arrange an option to allow for virtual participation via teleconference.

Next conference will be June 23-27, 2013 in Charlotte, NC.

General Business

Paper Grader

Thanks to Larry Thomas for representing TSSC as a paper grader at PPIC 2012!

John Francis volunteered to be the grader for 2013; Larry Thomas volunteered to be the backup.

It was noted, that reviewing all conference papers is a large task that could be pooled to allow more subcommittee members to participate each year. TSSC chair will ask the Executive Committee to consider this alternative.

Papers, Panels, & Tutorials Status

Authors, sponsors, and reviewers of papers and tutorials should utilize the Authors' Guide and checklists on the committee website. <http://pulpanpapercommittee.com/>

- From the menu on the left select Future Conferences → Authors' Guide for the Authors' Guide.
- From the same menu select Future Conferences → Upcoming Conferences to access the link to the Review, Sponsor, and Tutorial & Panel checklists.

The following table summarizes the count of papers, panels and tutorials for the 2013 conference. See the attached spreadsheet for a detailed list.

	A	B	C	D	E
Papers	0	1	4	1	1
Tutorials	1	0	0	0	0
Panel	0	0	0	0	0
Special Presentation	1	0	0	0	0

Schedule for 2013 papers will be in the Authors' Guide (currently under revision). Tentative schedule follows:

- Oct Rough drafts submitted for review
- Nov Initial reviews back to authors
- Jan Final draft ready for 2nd review
- Feb Second reviews back to authors
- March Final manuscript to program chair

The TSSC chair will send periodic reminders to sponsors. Sponsors are responsible for following up authors and reviewers to ensure that paper deadlines are met.

Codes & Standards Update

The IEEE Color Books are being converted to dot standards. Contact Dennis Neitzel (dkneitzel@ieee.org) if you would like a copy of the spreadsheet that shows how the existing color book content will be reorganized in the new dot standards.

New Business & Discussion

No new business at this time.

Adjournment

The meeting was adjourned at 2:30 pm.

Distribution of Minutes

Subcommittee members and guests, Committee Secretary, Committee Membership Chair.

APPENDIX E- DCS SUBCOMMITTEE

**INDUSTRY APPLICATIONS SOCIETY
PULP & PAPER INDUSTRY COMMITTEE
DRIVES AND CONTROLS SUBCOMMITTEE
2012 ANNUAL MEETING MINUTES**

Meeting Date: Tuesday, June 19, 2012
Meeting Started: 12:45 PM
Meeting Adjourned: 3:00 PM
Chairman: Michael Feldkirchner
Vice Chairman/Secretary: Don Grey
Total Members: 37
Members Present: 21
Members Excused: 5
Members Not Excused: 11
Guests: 22

Introduction

Members and guests introduced themselves

Attendance / Membership List passed around and annotated

Announcements

Antitrust Announcement was read.

Reminder committee members need to keep IAS membership up-to-date. You will get a notice from Alan Lowe if you are not a member of IAS.

Interim meeting,

Date: October 28-29, 2012

**Location: Renaissance Concourse Atlanta Airport
One Hartsfield Centre Parkway
Atlanta, GA 30354**

www.marriott.com/atlsa.

Group Rate: \$119/day - Parking \$8/day

Reminder to utilize an IEEE alias for your e-mail address. That will simplify keeping track of you in the event you change jobs or Internet providers. Info at www.ieee.org. See below for detailed instructions.

Old Business

Review of DCS Minutes from Atlanta Interim Meeting: Minutes approved as sent.

Future Conferences and Conference Chairs are scheduled as follow:

2013	Charlotte, NC	Roland Roberge
2014	Milwaukee, WI?	Open
2015	Atlanta GA or Cincinnati OH	Chad McLelland

New Business:

- Paper Reviewers for 2013. Please send an email to Michael Feldkirchner or Don Grey to volunteer for the Paper Reviewer position for the 2013 Conference in Charlotte.
- The DCS Subcommittee Vice Chair will be Don Grey.
- The Interim Meeting Coordinator for 2012 will be Blake Lloyd
- Interim Meeting Details:
 - Date: October 28-29, 2012
 - Location: Renaissance Concourse Atlanta Airport
One Hartsfield Centre Parkway
Atlanta, GA 30354
 - www.marriott.com/atlsa.
 - Group Rate: \$119/day - Parking \$8/day

Review of Papers:

- Sponsors should review Technical Papers for correct format. See attached spreadsheet
- Paper count is:

Level	2013	2014
A	2	1
B	2	2
C	3	3
D	0	1
E	1	3
Tutorial	1	0
Panel	2	0

APPENDIX F- FP ADHOC SUBCOMMITTEE

**INDUSTRY APPLICATIONS SOCIETY
PULP & PAPER INDUSTRY COMMITTEE
FOREST PRODUCTS SUBCOMMITTEE
2012 Annual Conference
MEETING MINUTES**

Meeting Date: June 19, 2012
Meeting Started: 12:05 PM
Meeting Adjourned: 2:00 PM
Chairman: John Malinowski
Vice Chairman/Secretary: John A. Kay
Members Present: 6
Members Excused: 2
Members Not Excused: 1
Guests: 4

Introduction

Members and guests introduced themselves; we welcomed Attendance / Membership List passed around and annotated

Announcements

Antitrust Announcement was made known.

Reminder committee members need to keep their IAS membership up-to-date. You will get a notice from Alan Lowe if you are not a member of IAS.

The interim meeting date and location is still under review. It will be discussed at the full committee meeting.

Old Business

Review of Minutes from Interim Meeting took place: A motion to accept the minutes as written was proposed by John Malinowski and the motion was seconded by Rory Johnson. Minutes approved as sent.

Future Conferences are scheduled as follow:

2013 Charlotte, NC Local Chair: R. Roberge

2014 Midwest, Appleton, Milwaukee etc Local Chair: Open

New Business

- Paper Review for the 2013 conference. Many older paper topics were removed from the list.

Meritorious Service Award

- No Nominations at this time

Engineering Award

- No Nominations at this time

Review of Papers:

Spreadsheet of papers will be distributed after the conference.

Paper count is:

Level	2013	2014	2015	2016
A	1	0	0	
B	2	0	0	
C	8	4	1	
D	0	0	6	
E	1	0	5	
Tutorial	1 (B)	1 (D)	0	
Panel	1 (B)	0	0	
Total Papers	12	4	12	

APPENDIX G- CHECK LISTS FOR AUTHORS AND PAPER SPONSORS

These checklists were created in 2010, by John Kay, to assist sponsors, authors and tutorial sponsors/presenters to insure they understand their roles in the creation, completion and presentation of a technical paper to be presented during a future IEEE Pulp & Paper Conference. They are located on the committee website for use by all.

PLEASE INSURE YOU ARE FOLLOWING THE THESE CHECKLISTS!

The content of some papers, from some previous conferences, have had some weak areas including incorrect formatting of the papers. Please use these guides as a reminder and aid in Sponsoring, Reviewing and Tutorial preparation.

APPENDIX H- MEMBERSHIP ROSTER & ATTENDANCE

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