



INDUSTRY APPLICATIONS SOCIETY

PULP & PAPER INDUSTRY COMMITTEE

MINUTES

of the

FULL COMMITTEE

ANNUAL MEETING

2014 PPIC COMMITTEE ANNUAL MEETING

Atlanta Marriott Buckhead Hotel – Atlanta, GA

June 22, 2014

Minutes recorded by Greg Drewiske, PPIC Secretary

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1. WELCOME AND INTRODUCTIONS – ALEX WU

Meeting called to order by Alex Wu at 3:38PM EDT. All attendees introduced themselves.

2. REVIEW/APPROVAL OF MINUTES OF INTERIM MEETING – GREG DREWISKE

Minutes from Interim Meeting were approved as published.

3. EXECUTIVE COMMITTEE MEETING REPORT – GREG DREWISKE

The Executive Committee met on Sunday at 3:30PM with 16 members present. Discussed changes to Operating Guide to combine Secretary and Treasurer and eliminate unneeded items, conference paper management issues, and cost reimbursement for Tutorial Presenters. Other items discussed will be part of the main committee meeting agenda.

4. TREASURER’S REPORT

Not available.

5. STANDING COMMITTEE REPORTS

a. MEMBERSHIP – ALAN LOWE

Our current committee membership is 96. Since the interim meeting in October we have had the following changes in membership:

One new member:

- David Frame

Two members retired or resigned:

- George Matto
- Dave Rollay

Three members dropped for non-participation:

- Lanny Floyd
- James Harris
- Hugo Monterrubio

One member passed away:

- David Rains

We currently have no applications pending.

At the annual meeting last June we had 61 members present, 6 with excused absences, and 29 with unexcused absences.

The interim committee and subcommittee meetings held last October were conducted via telephone conferencing. Although formal attendance records were not obtained, the rate of participation was approximately the same as we had typically experienced in the past for in-person face-to-face meetings held in Atlanta.

Fifty-nine members or 61% of our membership are at a member grade of Senior Member or higher.



The job sector distribution of our membership is as follows:

- 47 vendors
- 23 consultants
- 22 mill people
- 2 academic
- 2 retired

In the coming few weeks I will be training my replacement for Membership Chair, David Frame, my colleague at AMEC. After that I will be retiring from the PPIC.

Report submitted by Alan Lowe, Membership Chairman.

Membership attendance report and roster is in Appendix H & I.

b. CONTACT LIST REPORT – JOHN KAY

It is my pleasure to provide the following report,

I used the registration list from the Charlotte committee and reconciled that data to the master mailing list. I also updated the data based on the mark ups of the mailing list documents displayed at the 2013 conference.

The following is an update and report,

Total Entries at 2013 conference	1952	
Stale Entries	143	[no attendance since 2004]
Stale Entries w/o email address	0	[no attendance since 2004]
Entries removed this year	63	[no attendance since 2003]
Added in 2013/2014 to-date	<u>2</u>	
Total Entries after data cleansing	<u>1891</u>	
Entries with Email address	1774	93% (prv. 93%)
Active* with Email address	1671	

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

Approximately 120 entries are marked for removal this coming year (no attendance for the last 10 years AND no valid email address.

Respectfully submitted, John A. Kay

c. FELLOWS NOMINATIONS – JOHN KAY

I am honoured to say that **Stan Merritt** has been re-submitted for consideration. Thanks go to Larry Olsen who stepped in again, on my behalf, to do the formal application. (I cannot nominate and be a reference at the same time). And this year, **Warren Hopper** has been submitted, thanks to Larry Thomas.



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 and Warren were successful. Any news of elevations submitted by our committee will be announced by way of an email to our distribution list. Best of luck to both our candidates.

The Fellows Program was established to recognize and honour outstanding members for their significant accomplishments in the advancement or application of engineering, science, and technology and for their contributions to the mission of the IEEE.

IEEE Fellows are an elite group from around the globe. The IEEE looks to the Fellows for guidance and leadership as the world of electrical and electronic technology continues to evolve. The total number of Fellow elevations, in any one-year, does not exceed one-tenth of one percent of the total membership.

To be considered for nomination,

1. You must hold a Senior Member grade at the time the nomination is submitted and shall have been a member in good standing in any grade for a period of five years or more preceding 1 January of the year of elevation. If you're not a senior member it's time to also consider an application.
2. You also need a nominator who does NOT need to be a Fellow.
3. You need a minimum of 5 and a maximum of 8 current Fellows to act as your references.

Nominations can be submitted for our committee members with sponsorship from this technical committee, or through the other various IEEE IAS Societies.

Nominations will be accepted for the IEEE Fellows class of 2015 up to the deadline of **1 March 2015**. If you believe someone from within the ranks is worthy of this nomination, please speak to me. It would be an honour for me to assist in the nomination process. The sooner this process begins the better. The online nomination forms should be completed and submitted by February. This seems like a long way off but it's always best to start the planning now.

Respectfully Submitted, John A. Kay

- d. **AWARDS/MAGAZINE AND TRANSACTION SUBMITTALS – MARK WEAVER**
Working on Paper Prizes for this conference and magazine paper prizes
- e. **PUBLICITY – DON LANSER**
Working on submission for IAS 50th Anniversary Book. One page dedicated to PPIC
- f. **PPIC AWARDS NOMINATION – RORY JOHNSON**
No nominations were received for 2014. Nominations for 2015 are due before the Interim Meeting.

6. LIASON REPORTS

- a. **IEEE/IAS – DAVE DUROCHER**
PPIC is well represented. Blake Lloyd is the current IAS President. Dave Durocher is President Elect. John Malinowski is a Member at Large. John Kay will be moving into the Process Industry Department Chair. IAS is celebrating it's 50th Anniversary. There



are two students from Columbia and Peru here at the conference from IAS.

b. TAPPI – BURT JUDSON

The TAPPI drive short course will be taught again this week as a tutorial. 29 people have signed up. TAPPI has a booth in the exhibit area. TAPPI will be celebrating 100 years in 2015.

c. IEEE STANDARDS PROJECTS COORDINATION – JOHN MALINOWSKI

Several of the standards committees meet with PCIC. The standards committees meet Saturday and Sunday prior to the conference. A new standards group is being formed for Repair Standards.

d. IEEE ELECTRICAL SAFETY WORKSHOP – LARRY THOMAS

The 2015 Electrical Safety Workshop will be held in Louisville, KY Jan 26-30, 2015. It is now a standalone committee of the IAS.

7. OPERATING SUBCOMMITTEE REPORTS

a. PROCESS CONTROL, ENGINEERING, MAINTENANCE AND CONSTRUCTION (PCEMC)

See Appendix B

b. POWER DISTRIBUTION SYSTEMS (PDS)

See Appendix C

c. TRAINING, SAFETY, STANDARDS AND CODES (TSSC)

See Appendix D

d. DRIVES AND CONTROL SYSTEMS

See Appendix E

e. FOREST PRODUCTS (FP) AD HOC

See Appendix F

8. 2014 CONFERENCE REPORT

David Grucza and Duncan Rhodes are the Conference co-Chairs. We are having a good conference. 180 Registrations.

9. FUTURE CONFERENCES – JOHN MALINOWSKI

a. 2015 Milwaukee, WI

June 14-19, 2015. Sheraton Brookfield. \$119/night. Airport Shuttle and Free Parking

b. 2016 Austin, TX

c. 2017 West Coast (Seattle/Portland/Vancouver, BC)

d. 2018 Williamsburg

10. TECHNICAL PAPERS

For the 2014 Program:

Papers = 27

Panel = 1

New Product Presentations = 7

Tutorials = 2

TAPPI Drives Short Course



Carryover to 2015:

Papers = 4

Panel = 1

Preliminary count for 2015:

A = 4

B = 18

C = 25

D = 7

E = 12

Tutorials = 6

Panels = 3

11. OLD BUSINESS

a. Ad-Hoc Sustainability – Dave Durocher

Two e-mail blasts were sent out for the 2014 Conference. Conference registration got open late. Will send out a “Save the Date” letter in September to remind people as they go through budgeting season.

Industry Engineer Attendance:

2004 – Victoria (36)

2005 – Jacksonville (47)

2006 – Appleton (48)

2007 – Williamsburg (49)

2008 – Seattle (45)

2009 – Birmingham (22)

2010 – San Antonio (21)

2011 – Nashville (33)

2012 – Portland (53)

2013 – Charlotte (43)

2014 – Atlanta (49)

b. Ad-Hoc Perpetuation – Perpetuation – Blake Lloyd

No Report

c. Ad-Hoc Committee on Student/Intern Engineers – Greg Drewiske

We had three Rooks Interns and six Young Engineers at the conference this year. The Young Engineers were funded by \$5k from the Atlanta Conference and \$6k Dave Durocher secured from IAS. Some tweaks will be made to the program, but we would like to do this again next year in Milwaukee.

d. James A. Rooks Memorial Contributions – Dave Durocher

- Held by the IEEE Foundation
- IEEE IAS Match Nov-Dec 2013
 - Nov 25 email blast to PPIC members
 - Dec 19 “Gentle reminder” email blast
 - \$6,300 contributed – to be matched by IEEE IAS June 2014
- Account as of 31 May 2014:

– Beginning Balance	\$160,451
• Contributions	\$600
• Dividends/Interest	\$757
• Net Unrealized Gain/Loss	\$4417
– Total Income	\$5774



- Awards - \$1254
- Admin/Other - \$143
- Total Expenses - \$1397
- Ending Balance \$164,828
- Benefit is \$2,000/intern
- No longer supplementing with the Myron T Zucker Funds
- IEEE Foundation wants to spend the money

e. Conference Survey – Greg Drewiske

A new survey will be coming shortly after the conference. Please take time to fill it out so we can make adjustments and improvements as needed.

12. NEW BUSINESS

a. New Membership Chair – Alex Wu

David Frame will be taking over for Alan Lowe

a. Paper Conference Management – John Kay

Going forward, we need to do a better job of getting papers through the system in a timely manner. Subcommittee Chairs, Sponsors and Authors all need to review the Authors Guide. The ScholarOne system won't work for our review process due to the timing. Authors need to review the PDF in ScholarOne.

b. Website Update – Walt Herbert

The PPIC website is now being hosted by IEEE. The old website should redirect if you go to it. New address: <http://sites.ieee.org/ias-pulpandpapercommittee/> Member password is: PPICmember

c. Tutorial Presenter Registration

Discussed removal of provision in the Author's Guide that requires Tutorial Presenters to register for the conference. This will help our conference align better with others. The materials for the tutorial will be copied by the Conference. Motion carried.

d. CEU's at Conferences

Discussed whether or not we should charge \$25 to process CEU's like PCIC and ESW conferences. No action taken.

e. New Executive Committee Officers – Blake Lloyd

Blake Lloyd nominated the following slate of officers for the Executive Committee

- John Kay – Chair
- Greg Drewiske – Vice-Chair/Program Chair
- Todd Legette – Secretary/Treasurer
- Alex Wu – Immediate Past Chair
- Rhonda Sheppard – Past Chair

Blake moved to close nominations and submit a unanimous ballot for the candidates. Larry Thomas seconded. Motion carried. New terms take effect July 1st, 2014.

13. ADJOURN

Meeting adjourned at 5:10 PM EDT.



APPENDIX A - FULL COMMITTEE MEETING AGENDA

IEEE PULP & PAPER INDUSTRY COMMITTEE

June 24th (Tuesday) 2014

Atlanta Marriott Buckhead Hotel

3:00 PM to 5:00 PM Eastern Daylight Time

- | | |
|---|-----------------|
| 1 - Welcome & Introductions | Alex Wu |
| 2 - Review/Approval of Interim Minutes of Interim Meeting | Greg Drewiske |
| 3 - Executive Committee Report | Greg Drewiske |
| 4 - Treasurers Report/Conference Audits | |
| 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 | Don Lanser |
| 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 | Don Greg |
| c - PDS | Todd Leggette |
| d - TSSC | Dennis Neitzel |
| e - FPC (Ad Hoc) | John Malinowski |
| 8 - Atlanta Conference Report | Duncan Rhodes/I |
| 9 - Future Conferences | |
| a - 2016 and beyond | John Malinowski |
| 10 - Atlanta Conference Technical Papers | John Kay |
| 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 | |
| New Membership Chair | Alex Wu |
| New Secretary/Treasurer | Blake Lloyd |

Adjourn Full Interim Committee Meeting on or before 5:00 PM



APPENDIX B - PROCESS CONTROL, ENGINEERING, MAINTENANCE AND CONSTRUCTION SUBCOMMITTEE

Industrial Applications Society
Pulp and Paper Industry Committee
Process Control, Engineering, Maintenance & Construction Meeting
June 24, 2014

Meeting Start: 12:20 PM

Meeting Adjourned: 2:00 PM

Sub Committee Chair: Felix Nepveux

Recorded by: Felix Nepveux

Total Attendees: 16

Members Present: 10

Dave Durocher	Felix Nepveux
Walter Herbert	Roly Roberge
Burt Judson	Rhonda Sheppard
Larry Menche	Michael Tribe
Robert Montgomery	Allen Watson

Guest: 6

Mike Coniglio	Ed Shively
Bryan Hayes	Hank Wachter
Wayne Michlig	Joseph Waters

Introduction:

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

General Business:

The interim meeting will be held as a webinar 10/02/2014, at 2:00PM EST. Details will be made available as soon as they are known.

The next annual conferences are planned to be held in Milwaukee, Austin, somewhere out west,

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:

4	A Paper
1	B Papers
1	C Papers
4	D Papers
9	E Papers
19	Total Papers
0	Panel Discussion
2	Tutorials

Future Papers

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

Meritorious Award Nominees

No Meritorious Award Nominees were presented at the meeting.

Paper Reviewer

Paper Reviewer for 2014: Blake LLOYD
Paper Reviewer for 2015: Blake LLOYD

Backup Paper Reviewer: None

Adjourn



APPENDIX C - POWER DISTRIBUTION SYSTEMS SUBCOMMITTEE

POWER DISTRIBUTION SYSTEM SUBCOMMITTEE ANNUAL MEETING MINUTES MARRIOTT BUCKHEAD HOTEL & CONFERENCE CENTER, ATLANTA, GA

Meeting Date: June 24, 2014

Meeting Start: 12:33 pm **Meeting Adjourn:** 1:55 pm

Recorded by: Todd Legette

Total Membership: 27

Members Present: 15

Potential New Members: 3

Guests Present: 8

Members Excused: 10

Members Unexcused: 0

Members Transferred: None

Resignations: None

Meritorious Award Nominees: Marcelo Valdes

2014 Paper Grader: Rich Schaefer and Bob Yanniello

2015 Paper Grader: Rich Schaefer and Marcelo Valdes (excluding presentations)

PDS Papers Presented at 2014 Conference: 10

Introduction

Todd Legette (Chairman), welcomed all present to the Atlanta PDS Subcommittee annual meeting. Each member introduced him or her self. A list of the PDS members was circulated for updating and attendance. Updates have been forwarded to Alan Lowe.

Executive Meeting Summary

- Todd Legette was nominated to become the Secretary/Treasurer for the PPIC executive committee.



- Marcelo Valdes was nominated for a meritorious award by Chris Burnette. 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 2015 PPIC interim meeting will be held via webinar on October 3 at 11:00 am Eastern. The PDS will have its subcommittee interim meeting via webinar on October 2 at 11:00 am Eastern.

The 2015 PPIC annual meeting will be held in June 2015 in Milwaukee, WI. The 2016 PPIC annual meeting will be held in Austin, TX. The 2017 PPIC annual meeting will be held in a northwest city. Possible locations are Portland, Seattle, and Vancouver. The 2018 PPIC annual meeting will be held at Colonial Williamsburg, VA.

Future Papers

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

Please contact the writer with any comments or corrections.



APPENDIX D - TRAINING, SAFETY, STANDARDS AND CODES SUBCOMMITTEE

**TRAINING, SAFETY, STANDARD AND CODES SUBCOMMITTEE
IEEE / IAS PULP & PAPER INDUSTRY COMMITTEE**

**ANNUAL MEETING
JUNE 24, 2014 – Atlanta, GA**

MINUTES

Recorded by: Dennis Neitzel, TSSC Subcommittee Chair

Members Present: Larry Thomas
Daleep Mohla
Jim White
Bryan Gunter

Total: 4

Members with an
Excused Absence:

Total:

Members with an
Unexcused Absence:

Total:

Total Members:

Guests: Nehad El-Sherif – application
Bob Setbacken – application
Raymond Daigh – application

Total: 3

Introductions

The meeting was called to order by Dennis Neitzel at 12:20 pm.

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

Announcements

Open positions and assignments on TSSC include the following:

- Vice Chair for TSSC
- Secretary for TSSC
- TSSC Paper Grader and alternate for 2015 Annual Conference
 - Bryan Gunter

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 via Internet:

- 10/1/14 (Wednesday), 11:00am, PPIC Executive Committee Meeting
- 10/2/14 (Thursday), 11:00am, TSSC Subcommittee Meeting
- 10/3/14 (Friday), 11:00am, PPIC General Committee Meeting

Future PPIC Conferences dates and locations

- 2015 PPIC conference will be in Brookfield (Milwaukee), WI at the Sheraton Milwaukee, June 14 – 19, 2015
- 2016 PPIC Conference will be in Austin, TX
- 2017 PPIC Conference will be in the West coast (Portland or Seattle???)
- 2018 PPIC will be in Williamsburg, VA June 17

General Business

Paper Grader

Thanks to paper grader Dennis Neitzel for representing TSSC as a paper grader at PPIC 2014!

Papers, Panels, & Tutorials

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.
- 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 2015 conference.

Papers

Warren Hopper – vacuum bottle tests – Dennis Neitzel Sponsor

Bob Setbacken – Functional Safety – Larry Thomas Sponsor

Jim White – Practical Application of the new NFPA 70E Tables – Daleep Mohla Sponsor

Dennis Neitzel – Electrical Safety Basics for non-electrical personnel – include remote operators



and racking devices – Daleep Mohla Sponsor
 Ray Crow - Beliefs Drive Behaviors – Jim White Sponsor
 Daleep Mohla – Battery Safety – DC Hazards and Mitigation from NFPA 70E-2015 – Jim White Sponsor

Tutorials

**Arc Flash studies by Mike Lang and Ken Jones

Dennis Neitzel & Jim White – OSHA 1910.269 & 1926 Subpart revisions applicable to the Pulp and Paper industry (substations, distribution switchgear, etc.)

	A	B	C	D	E
Papers	0	1	5	0	0
Tutorials	0	0	2	0	0
Panel	0	0	0	0	0
Special Presentation	0	0	0	0	0

Paper and Tutorial templates, guidelines, and milestones will be sent out to all authors by the Chair, Dennis Neitzel

Schedule for 2015 papers will be in the Authors’ Guide (currently under revision). The 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.

New Business & Discussion

Recommend to PPIC Executive Committee to sponsor IEEE standards – pulp and paper industry has unusual locations for electrical equipment and should have focused standards or recommended practices (Class II, Division 1 & 2).

Control question time – limit time to only one question, then the person goes to the back of the line for a second question, if there is time.

More papers or case histories from Mill people – problems, concerns, incidents, etc.

Adjournment

The meeting was adjourned at 2:30 pm.

Distribution of Minutes

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



APPENDIX E - DRIVES AND CONTROL SYSTEMS SUBCOMMITTEE
INDUSTRY APPLICATIONS SOCIETY
PULP & PAPER INDUSTRY COMMITTEE
DRIVES AND CONTROLS SUBCOMMITTEE
2013 ANNUAL MEETING MINUTES

Meeting Date: Tuesday, June 24, 2014
Meeting Started: 12:50 PM
Meeting Adjourned: 2:45 PM
Chairman: Don Grey
Vice Chairman/Secretary: Mark Zawadzki
Total Members: 38
Members Present: 20
Members Excused: 4
Members Not Excused: 14
Guests: 16

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.

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.

Announced to mark on attendance sheet if want to join DCS committee

Old Business

Review of DCS Minutes from Charlotte Conference Meeting: Minutes approved as sent.

Future Conferences and Conference Chairs are scheduled as follow:

2016	Milwaukee, WI	Carol Celaris/John Malinowski
2016	Austin, TX	Lana DeLeon
2017	Seattle or Portland or Vancouver	Open
2018	Williamsburg	Open

New Business:

Paper Reviewers for 2015. Chris Heron, Backup is Roger Lawrence.

Interim meeting:

Interim meetings will be handled by Web based meetings.

DCS Meeting will be held on Tuesday, September 30, 2014 at 11 am Eastern – to be set up by Mark Zawadzki

No Meritorious or Engineering Service Award nominees for 2015. Discussed that no Meritorious or Engineering Service Awards were awarded in 2014.

Reviewed Sponsor, author and reviewer responsibilities.

Reviewed classification of papers.

Review of Papers:

Sponsors should review Technical Papers for correct format. See attached spreadsheet

Paper count is:

Level	2015	2016
A	0	0
B	7	0
C	5	2
D	0	0
E	1	2
Tutorial		0 0
Panel	1	0

Appendix A – Classification and Schedule of Papers

The criteria for paper classification are as follow:

Class A: Paper has a sponsor, a committed author, an abstract, and a rough draft in hand, ready for review.

Class B: Paper has a sponsor, a committed author, and abstract in hand.

Class C: Paper has a sponsor and a committed author.

Class D: Paper has a sponsor and an identified author.

Class E: Paper has a sponsor.

The approximate schedule for papers is as follows (final schedule to be posted on the website (www.pulpandpapercommittee.com):

Please note below dates are approximate. Exact dates will be emailed when posted on the Schedule.

TBD Author Data Sheets to Program Chair

TBD Interim Meeting. Rough drafts available for reviewers.
Author kits to authors (sent by sponsors)

TBD Author Guide is posted on website

TBD Reviews of rough Drafts due.

TBD Final drafts to reviewers (sent by sponsors)

TBD Review of final drafts due.

Copyright transfer form, Author's Data & Release forms sent to Program Chair.

TBD Final manuscript sent to Program Chair.

TBD Manuscripts sent to printer.

TBD Acknowledgment and schedule sent to authors.

TBD Bound copies of record sent to Conference Chair.

June 14, 2015 2015 IEEE Conference Milwaukee, WI.

Sponsors should make sure that the sub-committee chairmen get a copy of the author's data sheets and a copy of the Abstract. Reviewers should check the official guide to make sure that their role is understood. It is the responsibility of the reviewer to check



the paper's accuracy, not to be the editor. The guide is available on the website. It is important that the sponsor not only coordinates the reviews of the paper, but also checks the presentation itself to make sure it conforms to IEEE guidelines, especially in the area of avoiding any commercialism (including company logos on template except for title page). Since the presentations are all in PowerPoint, they can be easily sent from the author to the sponsor or placed on the Pulp and Paper FTP site. It is a requirement that all authors / presenters register for the Conference, even if it is for only one day. This is also true for New Product Presenters.



APPENDIX F - FOREST PRODUCTS SUBCOMMITTEE

June 24, 2014 Forest Products Ad-hoc Subcommittee

The group met and had the following attendees:

John Kay
Rory Johnson
Guy Miller

Bruce Honda as not at the conference

We primarily discussed the papers on our list and removed those where there was not a chance of getting them done. Others were added.

We discussed the future of the committee and our role within PPIC as we were tasked with an outreach to the forest products industry. We believe that other related industries are not attracted to a Pulp and Paper titled conference, believing there is no content relevant to their business. Perhaps we need to rename our conference to something like Forest Products, Pulp and Paper Conference. We can still be the PPIC within IEEE.

Additionally, perhaps it is the mission for this subcommittee to take on the responsibility for the perpetuation and sustainability for the committee. Our future lies with adding new members and expanding our scope. This should be discussed with the executive committee and membership



APPENDIX G - CHECKLISTS 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.

Website: <http://sites.ieee.org/ias-pulpandpapercommittee/author-resources/>



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	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	00	01	02	03	04	05	06	07	08	09	10	11	12	13	13		
	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I	A/I		
Ronda Sheppard														X/E	O/X	X/X	X/X	O/X	E/X	X/X	X/X	X/X	X/E	X/E	O/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	
Walter Simpson																				X/O	X/E	E/E	E/E	X/E	O/O	X/E	X/E	X/E	E/O	E/E	X/E	E/O	X/	X	
Glenn Smith																																			
Terry Smith																																			
Mark Spears																										X/O	O/O	O/X	O/O	X/O	O/O	E/O	X/	X	
Patrick Standley																																			
Larry Thomas							E/E	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/E	E/E	X/E	X/X	X/E	X/E	X/E	X/E	X/X	X/E	X/X	X/O	X/	X	
Mike Tribe																								X/E	E/E	O/O	O	X/E	E/E	O/O	O/O	X/E	X/	X	
Marcelo Valdes																								X/E	X/X	O/O	E/E	X/E	X/O	X/O	X/E	X/O	X/	X	
Anibal Valenzuela																				X/E	X/O	X/O	X/O	X/E	X/E	X/E	X/E	X/O	X/O	X/E	X/E	X/E	X/	X	
Bill Vilcheck															X	X/X	O/X	X/X	X/E	X/X	X/E	X/E	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/E	X/	E	
Hank Wachter										X/O	X/E	X/X	X/X	X/E	X/E	X/X	X/X	X/X	E/E	O/X	O/X	E/X	X/X	X/O	X/O	X/O	X/O	X/X	E/X	O/X	E/X	X/	X		
Allen Watson																				X/O	X/E	X/X	X/E	X/E	X/X	X/X	X/X	X/X	X/X	O/O	X/X	X/	X		
Mark Weaver				X/X	X/E	E/X	E/X	X/X	X/E	X/E	X/X	X/E	X/X	X/X	E/E	X/X	X/E	X/X	X/X	X/X	X/X	X/X	X/X	X/E	E/E	O/X	X/X	X/X	X/X	X/X	X/O	X/X	X/	X	
Craig Wester																												/E	X/X	X/E	X/X	X/	X		
James White (TX)																															/O	O/	O		
Jim Williams																															/O	O/	O		
Alex Wu	E/X	X/X	X/X	E/X	E/X	X/X	X/E	X/O	X/E	X/X	X/X	X/O	X/X	X/X	X/X	X/O	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/E	X/E	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/X	X/	X
Mark Zawadzki															X	E/X	X/O	X/X	E/X	O/O	X/E	X/E	E/O	X/E	X/E	X/E	X/E	E/E	X/E	X/O	X/O	X/	X		
Dave Zimmer																											X/E	E/E	X/E	X/E	O/O	X/	X		