**INDUSTRY APPLICATIONS SOCIETY**

**PULP & PAPER INDUSTRY COMMITTEE**

**MINUTES**

**of the**

**FULL COMMITTEE**

**INTERIM MEETING**

**2014 PPIC FULL COMMITTEE INTERIM MEETING**

**Via WEBEX**

**October 3, 2014**

***Minutes recorded by Todd Legette, PPIC Secretary***

Contents

[1. WELCOME AND INTRODUCTIONS – JOHN KAY 4](#_Toc410980241)

[2. ANTI-TRUST STATEMENT – JOHN KAY 4](#_Toc410980242)

[3. REVIEW/APPROVAL OF EXECUTIVE COMMITTEE ANNUAL MEETING MINUTES – GREG DREWISKE 4](#_Toc410980243)

[4. EXECUTIVE COMMITTEE REPORT – GREG DREWISKE 4](#_Toc410980244)

[5. TREASURER’S REPORT / CONFERENCE AUDITS – GREG DREWISKE 4](#_Toc410980245)

[6. STANDING SUBCOMMITTEE REPORTS 4](#_Toc410980246)

[a. MEMBERSHIP UPDATE – DAVID FRAME 4](#_Toc410980247)

[b. MAILING LIST – JOHN KAY 4](#_Toc410980248)

[c. FELLOWS NOMINATIONS – JOHN KAY 4](#_Toc410980249)

[d. PAPER AWARDS / MAGAZINE AND TRANSACTIONS SUBMITTALS – MARK WEAVER 4](#_Toc410980250)

[e. PUBLICITY UPDATE – DON LANSER 4](#_Toc410980251)

[f. PPIC AWARDS NOMINATIONS – RORY JOHNSON 5](#_Toc410980252)

[7. LIAISON UPDATES 5](#_Toc410980253)

[a. IEEE – IAS – DAVE DUROCHER 5](#_Toc410980254)

[b. TAPPI – BURT JUDSON 5](#_Toc410980255)

[c. IEEE – STANDARDS PROJECTS COORDINATING – JOHN MALINOWSKI 5](#_Toc410980256)

[d. ELECTRICAL SAFETY WORKSHOP – LARRY THOMAS 5](#_Toc410980257)

[8. OPERATING SUBCOMMITTEE REPORTS 5](#_Toc410980258)

[a. PCEMC – FELIX NEPVEUX 5](#_Toc410980259)

[b. DCS – DON GREY 5](#_Toc410980260)

[c. PDS – TODD LEGETTE 5](#_Toc410980261)

[d. TSSC - DENNIS NEITZEL 6](#_Toc410980262)

[e. FPC (AD HOC) – JOHN MALINOWSKI 6](#_Toc410980263)

[9. ATLANTA CONFERENCE REPORT – DAVID GRUCZA / DUNCAN RHODES 6](#_Toc410980264)

[10. FUTURE CONFERENCES – JOHN MALINOWSKI 6](#_Toc410980265)

[11. MILWAUKEE CONFERENCE TECHNICAL PAPERS – GREG DREWISKE 6](#_Toc410980266)

[12. OLD BUSINESS 7](#_Toc410980267)

[a. Ad Hoc Committee on Students / Interim Engineers – Greg Drewiske 7](#_Toc410980268)

[b. James A. Rooks Memorial Contributions – Dave Durocher 7](#_Toc410980269)

[c. PPIC Sustainability Ad Hoc Committee – Dave Durocher 7](#_Toc410980270)

[d. PPIC Perpetuation Council Report – Blake Lloyd 7](#_Toc410980271)

[e. Publicity Chair – Don Lanser 7](#_Toc410980272)

[13. NEW BUSINESS 8](#_Toc410980273)

[a. EXECUTIVE COMMITTEE MEETING HIGHLIGHTS – TODD LEGETTE 8](#_Toc410980274)

[b. GROWTH INITIATIVES – JOHN KAY 8](#_Toc410980275)

[c. TAPPI REPRESENTATIVE – JOHN KAY 8](#_Toc410980276)

[d. PAPER AWARDS CHAIR / ASSOCIATE EDITOR – JOHN KAY 8](#_Toc410980277)

[e. PAPER SUBMISSION PROCESS – JOHN KAY 8](#_Toc410980278)

[f. 2014 IEEE PPIC CONFERENCE ATTENDEE SURVEY RESULTS – GREG DREWISKE 8](#_Toc410980279)

[14. ADJOURN 8](#_Toc410980280)

[APPENDIX A – EXECUTIVE COMMITTEE MEETING AGENDA 9](#_Toc410980281)

[APPENDIX B – FULL COMMITTEE MEETING ATTENDANCE 11](#_Toc410980282)

[APPENDIX C – 2014 IEEE PPIC CONFERENCE ATTENDEE SURVEY 12](#_Toc410980283)

[APPENDIX D – PROCESS CONTROL, ENGINEERING, MAINTENANCE, AND CONSTRUCTION SUBCOMMITTEE 19](#_Toc410980284)

[APPENDIX E – POWER DISTRIBUTION SUBCOMMITTEE 20](#_Toc410980285)

[APPENDIX F – TRAINING, SAFETY, STANDARDS, AND CODES SUBCOMMITTEE 23](#_Toc410980286)

[APPENDIX G – DRIVES AND CONTROLS SUBCOMMITTEE 24](#_Toc410980287)

[APPENDIX H – FOREST PRODUCTS AD HOC SUBCOMMITTEE 25](#_Toc410980288)

|  |
| --- |
| WELCOME AND INTRODUCTIONS – JOHN KAY |
| Meeting called to order at 3:02 p m EDT by John Kay and introductions were made by the attendees. |
| ANTI-TRUST STATEMENT – JOHN KAY |
| John Kay reviewed the Antitrust Statement |
| REVIEW/APPROVAL OF EXECUTIVE COMMITTEE ANNUAL MEETING MINUTES – GREG DREWISKE |
| Minutes from the 2014 Executive Committee Annual Meeting were reviewed and approved. |
| EXECUTIVE COMMITTEE REPORT – GREG DREWISKE |
| Minutes from the 2014 Executive Committee Annual Meeting were reviewed and approved. |
| TREASURER’S REPORT / CONFERENCE AUDITS – GREG DREWISKE |
| Minutes from the 2014 Executive Committee Annual Meeting were reviewed and approved. |
| STANDING SUBCOMMITTEE REPORTS |
| MEMBERSHIP UPDATE – DAVID FRAME |
| We have 88 current members. Since the Interim: 11 Pending Applications, 3 Retired or Resigned, and 4 Dropped. At the annual meeting last June, we had 64 members present, 8 with excused absences, and 24 unexcused absences. Fifty-one members are at a member grade of Senior Member or higher. The job sector distribution of our membership is: 43 vendors, 20 consultants, 21 mill people, 2 academics, and 2 retired. With Interim meetings being held via webex or conference calls, each Subcommittee Chair will be responsible to take attendance for his subcommittee and report to David Frame so attendance can be properly recorded. |
| MAILING LIST – JOHN KAY |
| Removed 600 names from the mailing list due to lack of participation for 10 years. |
| FELLOWS NOMINATIONS – JOHN KAY |
| Warren Hopper and Stan Merritt will be re-submitted this year for Fellows Nominations. Submissions are due by late February 2015. Please contact John Kay to nominate an individual |
| PAPER AWARDS / MAGAZINE AND TRANSACTIONS SUBMITTALS – MARK WEAVER |
| Mark answered several questions about the paper review and publication process. |
| PUBLICITY UPDATE – DON LANSER |
| We will send a conference news article to IEEE IAS in the month of November so that they can publish it in the spring. This will help us promote the 2015 conference by reminding potential attendees of the location and the dates. |
| PPIC AWARDS NOMINATIONS – RORY JOHNSON |
| John Kay submitted this report for Rory Johnson. Marcelo Valdes and Chuck Mozina have been nominated for Meritorious Service Awards. We are looking for more nominations. Contact John Kay or Rory Johnson for details. |
| LIAISON UPDATES |
| IEEE – IAS – DAVE DUROCHER |
| The following PPIC members will serve in the following IEEE-IAS roles: Blake Lloyd – President (2013-2014), Dave Durocher – President (2015-2016), John Kay – PID Chair (2015-2016) and John Malinowski – Member-at-large (2014-2015). |
| TAPPI – BURT JUDSON |
| No report |
| IEEE – STANDARDS PROJECTS COORDINATING – JOHN MALINOWSKI |
| Standards are done at PCIC in San Francisco last month. There will be new IEEE 841. Mark Zawadzki attended the PCIC. IEEE 1566 is ready to be published. Wants comments. |
| ELECTRICAL SAFETY WORKSHOP – LARRY THOMAS |
| No change. Conference will be held in Louisville, KY on June 27-30, 2015. |
| OPERATING SUBCOMMITTEE REPORTS |
| PCEMC – FELIX NEPVEUX |
| “A” Papers - 3  “B” Papers – 2  “C” Papers - 0  “D” Papers – 0  “E” Papers - 0  Panels – 0  Tutorials – 0 |
| DCS – DON GREY |
| “A” Papers - 2  “B” Papers – 7  “C” Papers - 5  “D” Papers – 0  “E” Papers – 1  Panels – 0  Tutorials – 0 |
| PDS – TODD LEGETTE |
| “A” Papers - 3  “B” Papers – 1  “C” Papers - 2  “D” Papers – 0  “E” Papers – 0  Panels – 0  Tutorials – 2 |
| TSSC - DENNIS NEITZEL |
| “A” Papers - 0  “B” Papers – 3  “C” Papers - 0  “D” Papers – 0  “E” Papers – 0  Panels – 0  Tutorials – 2 |
| FPC (AD HOC) – JOHN MALINOWSKI |
| “A” Papers - 1  “B” Papers – 2  “C” Papers - 5  “D” Papers – 1  “E” Papers – 0  Panels – 1  Tutorials - 0 |
| ATLANTA CONFERENCE REPORT – DAVID GRUCZA / DUNCAN RHODES |
| The Atlanta Conference has 4 outstanding items to handle before closing. The conference made $81,000 which does not include repayment of $15,000 advance we received. There were 190 people registered at the Atlanta Conference |
| FUTURE CONFERENCES – JOHN MALINOWSKI |
| * 1. **2015 Milwaukee, WI – John Malinowski**   The conference will begin on Monday, June 15, 2015 and will be held at the Sheraton Milwaukee Brookfield hotel. The room rate will be $119.00 with free shuttle service to the airport and free internet. We are looking for sponsors for the Sunday reception. The Wednesday Night Social will be held at Mader’s (a German restaurant).   * 1. **2016 Austin, TX – Lana DeLeon**   2. **2017 Seattle / Portland**   3. **2018 Williamsburg, VA** |
| MILWAUKEE CONFERENCE TECHNICAL PAPERS – GREG DREWISKE |
| “A” Papers – 12  “B” Papers – 20  “C” Papers – 14  “D” Papers – 0  “E” Papers – 0  Panels – 1  Tutorials – 4 |
| OLD BUSINESS |
| Ad Hoc Committee on Students / Interim Engineers – Greg Drewiske |
| There are a total of 3 Rooks Interns at the conference this year: Brittany Franklin from Weyerhaeuser – New Bern, Jacob Kubisiak from NewPage – Wisconsin Rapids, and Rush LaMunion from KapStone – Charleston  Final cost for the 2014 program was approximately $4694. Overall, we stayed within the $2000/person provided. Our long term average cost is approximately $1623 per person.  This was new at the 2014 Conference. The qualifications for the Young Engineers program are under 30 years of age and less than 5 years in pulp and paper industry. Six Young Engineers were present for the 2014 Atlanta Conference: Cody Dixon - Rayonier Performance Fibers, Jesup, GA, Kevin Frey - International Paper, Mansfield, LA, Emily Held - International Paper, Springfield, OR, Adam Kauppila – NewPage, Duluth, MN, Joe Klimowicz – NewPage, Wisconsin Rapids, WI, and Michael Troy - International Paper, Vicksburg, MS  Final cost for the 2014 program was approximately $9794. Overall, we stayed within the $2000/person provided, although we had one person for whom capped the expenses.  The sharing of hotel rooms did not go over well. |
| James A. Rooks Memorial Contributions – Dave Durocher |
| The James A Rooks Fund held by the IEEE Foundation continues to outgrow expenses, reaching a balance of $176,583. The IEEE Foundation continues to encourage our committee to consider expanding the scope of the JA Rooks Memorial Fund so that more engineers will benefit. Dave Durocher is working on this proposed change including the possibility of including “young engineers” already in the industry in addition to student interns. Changing the scope will require approval by the Rooks family and also every recorded individual contributor. The PPIC Exec will discuss this during the upcoming June 2015 meeting. |
| PPIC Sustainability Ad Hoc Committee – Dave Durocher |
| This initiative is singularly focused on increasing conference attendance by mill/industry engineers. The 2014 Atlanta Conference included 53 industry engineers, tying the highest total on record since we began tracking this in 2003. Each of these special conference attendees will receive a “Save The Date” letter encouraging them to attend next year’s conference along with an extra copy of the 2014 Conference Record CD intended for them to give to a colleague and also encourage them to consider attending our future conferences. |
| PPIC Perpetuation Council Report – Blake Lloyd |
| No report. |
| Publicity Chair – Don Lanser |
| We will send a conference news article to IEEE IAS in the month of November so that they can publish it in the spring. This will help us promote the 2015 conference by  reminding potential attendees of the location and the dates. |
| NEW BUSINESS |
| EXECUTIVE COMMITTEE MEETING HIGHLIGHTS – TODD LEGETTE |
| This was addressed in paragraph 4. |
| GROWTH INITIATIVES – JOHN KAY |
| John Kay suggested that the following efforts be combined and make these tasks into one organization: PPIC Sustainability Ad Hoc Committee, PPIC Perpetuation Council Report, Forest Products Ad Hoc Committee, and Contact List Coordinator. This will allow us to look down the road further. Our conference has grown. Some efforts are duplicated and need to be combined. |
| TAPPI REPRESENTATIVE – JOHN KAY |
| This position is NOT open. Burt Judson has agreed to stay on as our TAPPI Liaison |
| PAPER AWARDS CHAIR / ASSOCIATE EDITOR – JOHN KAY |
| Mark Weaver has stepped down from his role as Chair of the Paper Awards Subcommittee. We are now looking for volunteers to take on this role. Paper Awards Subcommittee chair coordinates the review of all technical papers and their oral presentation at the annual conference.  Interaction with the ScholarOne system is also required as this role effectively become an associate editor within ScholarOne.  Anyone interested should contact the executive chairman. |
| PAPER SUBMISSION PROCESS – JOHN KAY |
| Had issues getting paper process moving last year so this year the paper submission deadlines will be managed very closely. All Subcommittee Chairpersons need to turn in their paper status reports for the 2015 conference by Friday, October 3, 2014. |
| 2014 IEEE PPIC CONFERENCE ATTENDEE SURVEY RESULTS – GREG DREWISKE |
| Reviewed the results of the 2014 Conference survey. See Appendix C for details. |
| ADJOURN |
| The Meeting was adjourned at 4:26 PM. |
|  |

|  |
| --- |
| APPENDIX A – EXECUTIVE COMMITTEE MEETING AGENDA |
| **IEEE IAS PULP & PAPER INDUSTRY COMMITTEE**  **FULL COMMITTEE - INTERIM MEETING**  **Friday, October 03, 2014**  **3:00 PM-5:00 PM Eastern, Time**  **WebEx Call**   1. Welcome & Introductions – John Kay 2. Antitrust Statement– John Kay 3. Review/Approval of Minutes of Interim Meeting – Greg Drewiske / Todd Legette 4. Executive Committee Report – Greg Drewiske / Todd Legette 5. Treasurer’s Report / Conference Audits – Greg Drewiske / Todd Legette 6. Standing Committee Reports    1. Membership Report – David Frame    2. Mailing List – John Kay    3. Fellows Nominations – John Kay    4. Paper Awards / Magazine and Transactions Submittals – Mark Weaver    5. Publicity Update – Don Lanser    6. PPIC Awards Nominations – Rory Johnson 7. Liaison Updates    1. IEEE – IAS – Dave Durocher    2. TAPPI – Burt Judson    3. IEEE – Standards Projects Coordinating – John Malinowski    4. Electrical Safety Workshop – Larry Thomas 8. Operating Subcommittee Reports    1. PCEMC – Felix Nepveux    2. DCS – Don Grey    3. PDS – Todd Legette    4. TSSC – Dennis Neitzel (J. Kay)    5. FPC (Ad Hoc) – John Malinowski 9. Atlanta Conference Report – David Grucza / Duncan Rhodes 10. Future Conferences – John Malinowski     1. 2015 – Milwaukee     2. 2016 – Austin, TX     3. 2017 – Seattle / Portland     4. 2018 - Williamsburg 11. Milwaukee Conference Technical Papers – Greg Drewiske 12. Old Business     1. Ad Hoc Committee on Student/Intern Engineers – Greg Drewiske     2. James A. Rooks Memorial Contributions – Dave Durocher     3. Other Old Business 13. New Business     1. Executive Committee Meeting Highlights – Todd Legette     2. Growth Initiatives – John Kay     3. TAPPI Representative – John Kay     4. Paper Awards Chair / Associate Editor – John Kay     5. Other New Business |

|  |
| --- |
| APPENDIX B – FULL COMMITTEE MEETING ATTENDANCE |
| |  |  | | --- | --- | | ***Full Committee*** | | |  |  | | ***Attended*** | ***Excused*** | | Pete Famighetti | Rory Johnson | | Terrence Smith | Jeff Ireland | | Felix Nepveux | Rhonda Sheppard | | Christopher Burnette | Allen Watson | | Chuck Mozina | David Zimmer | | Glenn Smith | Jim Phillips | | Warren Henson | Richard Field | | Chad McLelland | Jim White | | Jubin Jackson | Ralph Shead | | Walter Simpson | Larry Olsen | | Larry Thomas | Roger Lawrence | | David Durocher | Blake Lloyd | | Richard Butler | William Vilcheck | | Jim Williams |  | | Hugo Monterrubio |  | | Chris Heron |  | | John Levine |  | | Keith Allen |  | | John Malinowski |  | | Don Lanser |  | | Todd Legette |  | | Emmanuel Agamloh |  | | Walt Herbert |  | | Greg Drewiske |  | | Duncan Rhodes |  | | John Kay |  | | David Frame |  | |

|  |
| --- |
| APPENDIX C – 2014 IEEE PPIC CONFERENCE ATTENDEE SURVEY |
| There were a total of 95 responses. An e-mail link to the survey was sent to Registration list. Survey Monkey was used as the survey tool. Where year-over-year comparisons were deemed helpful, graphs were added.   1. **Overall, did this conference meet your expectations?** 2. **Rate the technical papers** |
| 1. **How likely would you be to attend a future conference in the following locations?**  |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Will not attend** | **Not likely to attend** | **Likely to attend** | **Definitely will attend** | | 2015 Milwaukee, WI | 7 | 11 | 48 | 28 | | 2016 San Antonio, TX (really Austin, TX) | 3 | 16 | 45 | 23 | | 2017 Vancouver/Seattle/Portland | 4 | 23 | 38 | 22 |  1. **What are your top criteria for attending the conference?** |

|  |
| --- |
| 1. **How many years experience do you have in the Forest Products Industry?** 2. **What region do you work in?** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. **Please define the primary industry segment you work in:** 2. **Did you receive notification of the IEEE Pulp & Paper Conference and if so, how?** 3. **Will you participate in the October Interim Meeting? If so, which Subcommittee?**  |  |  | | --- | --- | | Yes | 30 | | Not sure at this point | 31 | | No | 31 | | DCS | 16 | | PDS | 10 | | EMMC | 8 | | TSSC | 2 | | Forest Products | 6 | |

|  |
| --- |
| 1. **Written Comments:**  * Great conference. Excellent technical content. Appreciated the vendor exhibits. * I feel that this was one of the better conferences that I have attended over the past 30+ years. However, due to current retirement plans, I will not likely be attending any conferences in the future. Attending the conferences has allowed me to grow in my profession and also establish good relations with others in the pulp and paper industry. * I will not be attending future conferences due to retirement. * The drives tutorial was great. Would like to see that session more frequent. * I have feedback relating to papers and authors. The author's symbol of recognition (gift) should have the conference name and year on it (not just IEEE). All authors should receive a written acknowledgement (simple certificate or similar) of the paper presented. Prize papers should be recognized by a certificate. Security for tutorials should be stepped up to avoid "itinerants/cruisers" dropping by claiming to be part of a tutorial, picking up the materials, and leaving. Maybe warning tutors ahead of time that this has happened in the past and that they should match attendees with the attendance list (essentially a role call) would be sufficient. Tutors need a guideline/rule/procedure to follow. Excellent conference overall; papers, conference location and catering were excellent. The guest program was excellent also. Thanks for all the organization. * Add a category for those who want to attend the General Meeting and the Social Event. This would help maintain membership. * I really enjoyed the tutorial overview of potential changes to NFPA-70E 2015. * I always learned alot at these conference. I hope, but don't expect to attend some future conference in my retirement. * I was not as impressed with the quantity and quality of the papers this year. I believe that we have to do a better job of garnering interesting and relevant papers for our members in order to continue to attract attendance. I did not present and so have less standing to comment but I feel that we need more papers and better depth than i saw this year. * Overall, 2014 had a better technical benchmark in terms of all presentations - papers, panel discussions, and NPPs - compared to some previous years. The panel discussion regarding "system" cost of ownership was very informative ... and thought-provoking! Definitely looking forward to next year's conference in Milwaukee. Side note - hotel staff and food from the Atlanta location were outstanding! Excellent choice of venue! * As a new engineer several other electrical engineers at the mill suggested I attend the conference. The conference was a great experience and I learned more than I expected from all the technical papers and the TAPPI drives course. I will definitely be attending future conferences. * Look forward to next years event! * Queston #7 above needs to have a description for "Other" so that it can be explained. For example, the company for whom I work is in the pulp and paper business, not just one of these. * I commend all the folks that work very hard each year to put the conference together. Thank you Rich Schaefer * I would like to hear more from the mills. What problems are they having and where do they find solutions working in/on various processes. I also think in order for the conference to expand you need to have a mix of engineers. Therefore, more mechanical content would be suggested. Conveyors, bearings, gearboxes, couplings, etc. * Only having one screen made it difficult for all to see the presentations. Food and hotel staff was one of the best! * Conference was very well done. We had the best food we have ever had. This trend should continue. We deserve it as hard as we all work!! * As a vendor, the booth interaction with customers is of the utmost importance! By putting refreshments and coffee outside the vendor area, vs at the back of the vendor booth room, it deters traffic from entering the booth area. I would like to see an effort to improve traffic in the vendor booth area. * Very good content, learned a lot! * Great job 2014 team! * Great opportunity to gather and share ideas. More time for attendees to visit with vendors and presenters would be an improvement. The breaks are short and there is little time to finish a technical conversation before the "bell ringer" comes around. Overall, a great job and an excellent group to work with. A possible suggestion: Open mic forum to allow mills to ask questions and make comments on the issues affecting them in the field. Have some common topics "planted" to get the discussion rolling. this works well in other similar sized industrial venues. * I have enjoyed the conference the last 2 years however, my role has changed within my company and I will no longer be calling on the pulp and paper industry. I will be sadly missing it. * I did learn enough to justify coming again next year. * 1st time attendee. Enjoyed the conference and tutorials. Warren Hopper highly recommended I start attending IEEE P&P. Thanks! * Excellent conference * Wonderful Conference overall! * I cannot attend in 2015 due to a conflict with our own convention on that date. * More time with the vendors. * Feedback on guest program was great. Atlanta location was great. Technical sessions were excellent and well conducted. Hotel price was reasonable. |

|  |
| --- |
| APPENDIX D – PROCESS CONTROL, ENGINEERING, MAINTENANCE, AND CONSTRUCTION SUBCOMMITTEE |
| **Minutes of Meeting**  **THE IEEE PULP & PAPER INDUSTRY COMMITTEE**  **PROCESS CONTROL, ENGINEERING, MAINTENANCE, & CONSTRUCTION SUBCOMMITTEE**  **INTERIM MEETING**  **WEBEX**  **OCTOBER 1, 2013, 2PM**  Meeting Start: 2:00 PM EDT  Meeting Adjourned: 2:30 PM EDT  Sub Committee Chair: Felix Nepveux  Recorded by: Felix Nepveux  **Total Members:** 14  **Members Present:** 2   * Felix Nepveux * Dave Durocher     **Guest:** 1   * John Kaye     **Introduction:**   * Introductions were made.   **General Business:**   * No Executive Meeting Summary was available for the meeting   **New Business:**   * The list of papers proposed by Mr. Durocher was reviewed and updated with changes.   **Future Papers:**   * Reference the Microsoft Excel spreadsheet that accompanies the minutes for the list of future papers. |

|  |
| --- |
| APPENDIX E – POWER DISTRIBUTION SUBCOMMITTEE |
| **POWER DISTRIBUTION SUBCOMMITTEE** |
| **2014 ANNUAL MEETING MINUTES** |
| **Meeting Date:** October 2, 2014  **Meeting Start:** 11:00 am  **Meeting Adjourn:** 11:34 am  **Recorded by:** Todd Legette  **Total Membership:** 28  **Members on phone:** 7  Jim Gibson  Todd Legette  Chuck Mozina  Jim Phillips  Terrence Smith  Marcelo Valdes  Alex Wu  **Members Excused:** 12  Monte Artz  Christopher Burnette  Pete Famighetti  Richard Field  Philip Kimbrell  John Levine  Rich Schaefer  Glenn Smith  Bill Vilcheck  Craig Wester  Robert Yanniello  Stan Zakharin  **Members Unexcused:** 9  **Guests present:** 0  **Potential New Members:** 0  **Members Transferred:** 0  **Resignations:** 0  **Meritorious Award Nominees:** Marcelo Valdes and Chuck Mozina  **2015 Paper Grader:** Rich Schaefer. We are looking for someone to work with Rich as our paper grader this year.  **Introduction**  Todd Legette (Chairman), welcomed to our second PDS Subcommittee interim meeting via conference call. Each member introduced him or herself and attendance was taken. Updates will be forwarded to David Frame.  **Subcommittee Meeting Minutes**  During the Executive Committee Meeting on yesterday, the June Annual Meeting Minutes were unanimously approved.  Last year there were some problems in the paper submission process. So this year we are emphasizing the importance of the paper submission milestone dates to all authors, sponsors, and reviewers.   |  |  | | --- | --- | | October 3, 2014 | Interim Meeting via Webinar: Rough draft available for reviewers | | November 21, 2014 | Reviewers: Review of rough draft due | | January 9, 2015 | Authors: Final draft to reviewers | | February 6, 2015 | Reviewers: Review of final draft due | | March 6, 2015 | Authors: Email final manuscript in 8½ x 11 dual column Word for Windows format to Program Chair | | March 20, 2015 | Program Chair: Create and send invitations to authors via ScholarOne Manuscripts | | April 3, 2015 | Authors: Upload paper to ScholarOne Manuscripts via invitation. Complete the on-line copyright transfer and file the Author’s Data & Release Form and Co-Author’s Form through ScholarOne. |     The full committee interim meeting will be conducted via a webinar on Friday, October 3rd at 3:00 pm Eastern. Please plan to attend.  **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:  3 – A Papers  1 – B Paper  2 – C Papers  0 – D Papers  0 – E Papers  **6 – Total Papers**  0 – Panel Discussions  2 – Tutorials (4 hours)  Refer to the attached PDS Subcommittee Paper Status spreadsheet for detailed information.  Greg Drewiske will be technical program chairman for 2015 conference in Milwaukee, WI. Future Conferences will be:  2015 – Milwaukee, WI  2016 – Austin, TX  The 2015 Annual Conference will begin on Monday, June 15, 2015. Hotel accommodations have been planned with the Sheraton Milwaukee Brookfield Hotel for $119.00 per night with free internet access.  Please contact the writer with any comments or corrections. |

|  |
| --- |
| APPENDIX F – TRAINING, SAFETY, STANDARDS, AND CODES SUBCOMMITTEE |
| **TRAINING, SAFETY, STANDARDS, AND CODES SUBCOMMITTEE** |
| **2014 ANNUAL MEETING MINUTES** |
| There was not interim meeting held for this subcommittee |

|  |
| --- |
| APPENDIX G – DRIVES AND CONTROLS SUBCOMMITTEE |
| **DRIVES AND CONTROLS SUBCOMMITTEE** |
| **2014 ANNUAL MEETING MINUTES** |
| **Meeting Date:** Tuesday, September 30, 2014  **Meeting Started:** 11:00AM EDT  **Meeting Adjourned:** 12:30PM EDT  **Chairman:** Don Grey  **Vice Chairman/Secretary:** Mark Zawadzki  **Total Members:** 42  **Members Present:** 7  **Members Excused:** 8  **Members Not Excused:** 27  **Guests:** 1  **Introduction**   * Attendance Taken   **Announcements**   * Antitrust Announcement was read. * Annual Meeting Location and Date – Sheraton, Brookfield, WI (Milwaukee Suburb), June 14-19, 2015 * Reminder to use IEEE Alias for E-mail * Reminder to keep IAS Membership up   **Old Business**   * Reviewed and Approved DCS Minutes from Atlanta Annual Meeting   **New Business:**   * No Meritorious or Engineering Service Award nominees for 2015.   **Review of Papers**:   * Paper count is:   Level 2015 2016  A 2 0  B 7 1  C 5 1  D 0 0  E 1 2    Tutorial 0 1  Panel 0 0 |

|  |
| --- |
| APPENDIX H – FOREST PRODUCTS AD HOC SUBCOMMITTEE |
| **FOREST PRODUCTS AD HOC SUBCOMMITEE** |
| **2014 ANNUAL MEETING MINUTES** |
| 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. |