



INDUSTRY APPLICATIONS SOCIETY

PULP & PAPER INDUSTRY COMMITTEE

MINUTES

of the

FULL COMMITTEE

INTERIM MEETING

2016 PPIC FULL COMMITTEE INTERIM MEETING

Via Web Based Conferencing

**October 13, 2016
10:30 AM (central time)**

Minutes recorded by Mark Zawadzki, PPIC Secretary

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1. WELCOME AND INTRODUCTIONS – Greg Drewiske

Meeting called to order by Greg Drewiske.

2. ANTI-TRUST STATEMENT – Greg Drewiske

Greg Drewiske reviewed the Antitrust Statement.

3. REVIEW/APPROVAL OF 2016 ANNUAL FULL COMMITTEE MEETING MINUTES – TODD LEGETTE

Minutes from the 2016 Annual Full Committee Meeting were reviewed. Todd Legette moved that the minutes be approved and it was seconded. The minutes were approved.

4. 2016 EXECUTIVE COMMITTEE INTERIM MEETING HIGHLIGHTS REPORT – Mark Zawadzki

Highlights from the 2016 Executive Committee Interim Meeting were reviewed by Mark Zawadzki.

5. TREASURER’S REPORT / CONFERENCE AUDITS – Mark Zawadzki

John Malinowski reported that the 2015 conference will be closed out shortly.

2016 conference closeout has not yet been started.

6. STANDING SUBCOMMITTEE REPORTS

a. Membership Update – Greg Drewiske (for Roly Roberge)

Our membership consists of the following: 63 Members, 46 Sr. Members, 5 Fellows, 3 Sr. Life, 1 Life Fellow, for a total of 118 members on the roster.

Send all new membership applications to Roly Roberge. At the 2016 annual conference we had 57 vendors, 27 mill personnel, 20 consultants, 2 academic and 2 retired.

b. Conference Contact List – John Kay

(see Appendix H) Currently have 641 active emails. Any inactive emails or inactivity 7 years or longer were dropped.

Roly Roberge (unable to attend meeting) has taken over membership list. At this time there is only one master list.

IAS has approved the \$1800 purchase of a sponsored contact list (US paper industry). Expect execution of the purchase in 2016 and that should get our contact list to a total close to 2000 email addresses.

c. Fellows Nominations – John Kay

(see Appendix I) Warren Hopper has been nominated for Fellow – won’t hear anything till end of November. Please contact John Kay to nominate any individuals.

Reminder that IEEE Members should apply to become IEEE Senior Members.

d. Paper Awards / Magazine and Transactions Submittals – Chris Heron

We had 24 papers presented at this past conference and 12 are being considered for publication.

e. Publicity Update – Allan Dukeshire

Allan Dukeshire is submitting an article to the IAS magazine about past 2016 PPFIC conference and future 2017 conference.

John Malinowski recommended other magazines be utilized for exposure (article submission) such as Pulp & Paper magazine.

f. PPIC Awards Nominations – Rory Johnson

There is one nomination in the works for 2017. The information on what is needed for nomination is in the operating guide.

g. Webmaster – Nehad El-Sherif

Nehad El-Sherif volunteered to be webmaster. At this time, he does not have access to the website because he did not receive the password or files from Walt when he resigned from the committee.

Pete Famighetti still is handling the conference website. Spent a small fee to keep conference website current – current fee is paid through the end of the year. We will transition to IEEE website.

7. LIAISON UPDATES

a. IEEE – IAS Executive Committee Update - Dave Durocher

The PPIC continues to be well represented on the IAS Executive Committee. Blake Lloyd is past president and Dave Durocher is current president. In January John Kay rotates from the board and Dave Durocher rotates out from the president role but remains on the Board as Past President. Daleep Mohla from DCM Consulting becomes IAS Standards Department Chair. Steve Coppinger from the IAS Cement Industry Committee (CIC which is one of the committees of the Process Industries Department) will replace John Kay as the new PID Chair.

b. TAPPI Update – Burt Judson

No report.

We considering presenting the TAPPI Drives Short Course at the Tacoma 2017 conference. Burt and Bob Vanlieshout are discussing but no decision at this time – should have an answer this month (October).

c. IEEE – Standards Update – John Malinowski

PPIC has no standards but we use PCIC standards. PPIC members should get involved in the standards development that we use – example is the 841 motors. 841 standard is being renamed from Petroleum to Process Industries. This standard working group (as well as others that we use) meet at the PCIC (petrochemical industry committee) and we need more user input in these standards.

John proposed a Tuesday afternoon hour long presentation/discussion after the general session at the Tacoma conference to talk about IEEE standards including; how to get standards done, why we should be participating in standards development and if PPIC should have their own standards. Chuck Yung (EASA) would like to see a DC Motor



Repair Standard developed and the PPIC would be a logical venue in which to get it done.

Dennis Neitzel commented that the IEEE Color Books are being reorganized and there is not enough user involvement. PARS are expiring and are not getting renewed due to lack of progress. PARS are good for 4-5 years.

Rory Johnson commented that perhaps we can use a slot in the technical conference (maybe a panel?) and invite Chuck Yung to participate.

d. Electrical Safety Workshop – Dennis Neitzel

The 2017 workshop will be held in Reno Nevada on January 31 through February 3, 2017. This will be the 25th Electrical Safety Workshop. There are some standards that will be reviewed by the working groups and the standards should come to fruition in 2018.

8. OPERATING SUBCOMMITTEE REPORTS

		Paper / Panels / Tutorials Status Reports						
	Chairs	A	B	C	D	E	Panels	Tutorials
PCEMC	Mike Tribe	1	3	1	3	5	0	1
DCS	Mark Zawadzki	0	5	1	1	1	0	2
PDS	Craig Wester	11	2	1	0		0	0
TSSC	Nehad El-Sherif	0	3	1	0	0	0	1

9. AUSTIN CONFERENCE REPORT – Lane DeLeon

The conference had 138 attendees, 85 social, 11 guests and 47 tutorial attendees.

Lana reported that they were having difficulty getting a correct invoice from the Westin Hotel – expect to be finished this week (week of October 10, 2016). Got one in September but it had some discrepancies that need to be resolved. The conference is close to breaking even.

Have not started the closure process.

10. FUTURE CONFERENCES

a. 2017 Tacoma – Rory Johnson and Duncan Rhodes

Rory reported that the contract was signed in August with the Murano Hotel in downtown Tacoma. Room pricing is \$169 - \$229 per night depending on room type. Conference is registered with IEEE. There are 12 members on the local committee. Have a subcommittee that is focusing on publicity and sales with a target of 4 – 5 people on the committee.

Special event will be a Mariners baseball game. Ladies event is preliminary – working on pricing. Also still working on keynote speaker. Budget is finished and approved by the IEEE. Forecasting attendance same as last year. Bidding A/V equipment as hotel cost was too high.



Duncan is Treasurer and looking at 24% margin but don't have all expenses yet. Using 2016 attendance numbers as a target.

Looking at a tour but the problem is scheduling. Sunday afternoon, Monday or Tuesday evening or Thursday am. Looking at Boeing facility, Snoqualmie Falls Hydro and others.

b. 2018 Williamsburg, VA – John Malinowski

John Malinowski has taken over as chair of the 2018 conference. Conference is registered with IEEE. Preliminary contract is in place with \$159 and \$199 room rates. Conference is locked in for June 10 - 14, 2017.

Trying to replicate 2007 conference. The social event (awards dinner) is scheduled to be inside the hotel Wednesday night. Working on Ladies program for Monday and Tuesday (one day outside tour and one day museum visit). Will have a discounted rate for Williamsburg access. Jamestown and Yorktown and water park are in the near vicinity of Williamsburg.

Expect to bounce back to normal attendance numbers in 2017 as 2007 was a special 400th anniversary celebration year. Waiting on IEEE and hotel on formal contract. Hotel wanted \$10,000 deposit this month but that will not happen. Room Blocks averaged 432 rooms for Milwaukee and Austin and 700 last time in Williamsburg (2007).

Note: *Subsequent to the Interim meeting, could not come to terms with conference center and Williamsburg has been canceled for 2018 – will be going to Appleton instead.*

c. 2019 Appleton, WI – Duncan Rhodes and Scott Valinski

Will be held at the Paper Valley Inn. They have a new conference center. No other details at this time.

Note: *Subsequent to the Interim meeting, could not come to terms with Williamsburg conference center and Williamsburg has been canceled for 2018 – will be going to Appleton in 2018 instead.*

d. 2020 Jacksonville, FL – Rich Butler and Walt Simpson

11. TACOMA CONFERENCE TECHNICAL REPORT– TODD LEGETTE

Tacoma Conference – 38 papers, 1 panel, 3 tutorials

Reminder to get papers in on time. Paper submission timeline has been established. Will be issuing a paper style template shortly – looking at PCIC template.

12. OLD BUSINESS

a. James A. Rooks Memorial Contributions Status Update– Dave Durocher

The IEEE Foundation has completed the process of splitting the James A. Rooks fund into two parts. The original Fund named IEEE James A. Rooks Memorial Fund supporting the James A. Rooks Student Intern Program is a “until depleted open ended fund”, which awards up to four student interns cash prizes/travel reimbursement for up to \$2000 each. The new Fund named IEEE James A. Rooks Memorial Grant Fund is a

quasi-endowment fund, which offers an annual grant up to 5% of the three-year average year-end fund balance to the PPIC to encourage participation of student and young professionals in the pulp & paper industry. The fund balance of the IEEE James A. Rooks Memorial Fund and the IEEE James A. Rooks Memorial Grant Fund as of Dec 31, 2015 was \$47,906 and \$116,574 respectively. The IEEE James A. Rooks Memorial Fund is an evergreen fund and at this rate will deplete in 10 years but it is expected to continue growing.

b. Rooks Student Intern & Young Engineering Professionals – Mathew Swallow

Matthew reported that for the 2016 conference we had 3 Rooks Student Interns and 3 Young Engineering Professionals. Received positive feedback from the recipients.

Discussed that it is not too early to be soliciting recipients for 2017. Normally begin solicitation in February.

Mathew reported that the budget for program this is healthy.

c. Conference Survey – Greg Drewiske

Greg reported that the conference received positive feedback. Survey results are included in Appendix G of this report.

13. NEW BUSINESS

a. Webmaster Open Position – Greg Drewiske

Nehad El-Sherif volunteered to be webmaster. At this time, he does not have access to the website because he did not receive the password or files from Walt when he resigned from the committee.

b. Long range Planning – John Kay

Discussions around incorporating the contact list into moving forward strategy. Need to do new things to get new involvement in conferences. The conferences need to meet the needs of the attendees.

Soliciting committee members for the Long Range Planning Committee. Contact John Kay if interested.

Long Range Planning Committee replaces the Sustainability Ad Hoc Committee and Perpetuation Council.

c. Conference Planning Committee Chair Position (Need Volunteer) – Greg Drewiske

John Malinowski has served as the conference planning committee chair for a number of years and is interested in stepping down. This position helps to plan where future annual conferences will be held. John has agreed to stay on as co-chair to mentor the new Chair. Please contact Greg Drewiske or John Malinowski to volunteer or with any questions.

d. Interim Meeting Technical Issues

Mark Zawadzki discussed the need to trial the web based call a day prior to use in order to reduce chance of technical issues with the call. Decided to move discussion to the next executive committee meeting.



e. Survey Results Discussion

(Appendix G) Burt Judson commented; Conference dates – reminder that conference was pushed out in the past to ensure school was out of session.

Not getting tissue mill participation in PPIC. Some large tissue manufacturers stay away because of sensitivity to manufacturing secrets.

14. ADJOURN

Motion was made and seconded to adjourn meeting.



APPENDIX A - EXECUTIVE COMMITTEE INTERIM MEETING AGENDA

IEEE PULP & PAPER INDUSTRY COMMITTEE FULL TECHNICAL COMMITTEE MEETING AGENDA

Interim WebEx

Thursday, October 13, 2016

10:30AM - 12:30PM Central Time

- | | |
|--|---------------------------------|
| 1. Welcome & Introductions | Greg Drewiske |
| 2. Anti-Trust Announcement | Greg Drewiske |
| 3. Review/Approval of Annual Full Committee Meeting | Mark Zawadzki |
| 4. Executive Committee Meeting Report | Mark Zawadzki |
| 5. Treasurers Report/Conference Audits | |
| a. 2016 Austin Conference | Mark Zawadzki |
| 6. Standing Subcommittee Reports: | |
| a. Membership Update | Roly Roberge |
| b. Conference Contact List | John Kay |
| c. Fellows Nominations | John Kay |
| d. Paper Awards, Magazine and Transaction Submittals | Chris Heron |
| e. Publicity Update | Allan Dukeshire |
| f. PPIC Awards and Nominations | Rory Johnson |
| g. Webmaster | Nehad El-Sherif |
| 7. Liaison Reports: | |
| a. IEEE-IAS Executive Committee Update | Dave Durocher |
| b. TAPPI Update | Burt Judson |
| c. IEEE Standards Update | John Malinowski |
| d. Electrical Safety Workshop Update | Greg Drewiske |
| 8. Operating Subcommittee Reports: | |
| a. PCEMC - Process Control, Engineering, Maintenance, Construction | Mike Tribe |
| b. DCS- Drives and Control Systems Subcommittee | Mark Zawadzki |
| c. PDS – Power Distribution Systems Subcommittee | Craig Wester |
| d. TSSC – Training, Standards, Safety & Codes Subcommittee | Nehad El-Sherif |
| 9. Austin Conference Report | Lana DeLeon |
| 10. Future Conferences: | |
| a. 2017 Tacoma, WA | Duncan Rhodes &
Rory Johnson |
| b. 2018 Williamsburg, VA | John Malinowski |
| c. 2019 Appleton, WI | |
| d. 2020 | |
| 11. Tacoma Conference Technical Program Report | Todd Legette |
| 12. Old Business: | |
| a. James A. Rooks Fund Status | Dave Durocher |
| b. Rooks Student Intern & Young Engineering Professionals | Matthew Swallow |



c. Conference Survey

13. New Business:

a. Webmaster Open Position

b. Long Range Planning

c. X

Adjourn Full Interim Committee Meeting on or before 12:30 PM



Greg Drewiske

Greg Drewiske

John Kay



APPENDIX B – FULL COMMITTEE MEETING ATTENDANCE

Abhay Kumar

Christopher Burnette

Rich Butler

Greg Drewiske

Dave Durocher

Nehad El-Sherif

Pete Famighetti

Jim Gibson

Chris Heron

Terrence Smith

Todd Legette

Dennis Neitzel

John Malinowski

Burt Judson

Lana DeLeon

Duncan Rhodes

Phil Kimbrell

Mike Tribe

Rory Johnson

Bill Vilcheck

Jim Giffune

John Levine

Craig Wester



Matthew Swallow

Mark Zawadzki

Billy Sanders

Allan Dukeshire

Christiano Paiva

Steve Pittman

John Kay



Excused Absences

Mark Weaver

Warren Hopper

Walt Jones

Craig Pinto

Daleep Mohla

Larry Thomas



**APPENDIX C – PROCESS CONTROL, ENGINEERING, MAINTENANCE, AND
CONSTRUCTION SUBCOMMITTEE**

Minutes of Meeting

IEEE / IAS / PPIC / PCEMC Subcommittee

2016-2017 Interim Meeting

Wednesday September 28, 2016

- Introductions / Attendance
 - Mike Tribe, subcommittee chair
 - Rory Johnson
 - Dave Durocher
 - Blake Lloyd
 - Michael Harrington
- Review of Technical Papers for the 2017 Conference in Tacoma, WA
 - The slate of papers were reviewed. Some papers were removed from the 2017 slate due to inactive members that will not be returning to the committee and the conference.
 - Mike reviewed the milestone dates for paper submission.
- Any other subcommittee business relevant for discussion
 - Rory reviewed the 2017 Tacoma conference organization status for the group
- Adjourned by Mike



1. Monte Artz
2. Richard Brinton
3. John Levine
4. Anthony Locker
5. Stan Merritt
6. Billy Sanders

Guests Present: 5

1. Carl Bare
2. Ray Catlett
3. Mike Bukovitz
4. Jack Hakkola
5. Wayne Hartmann

New PDS Members Welcomed: 5

1. Larry Farr
2. Abhay Kumar
3. Allan Morse
4. Cristiano Paiva
5. Billy Sanders

Members Transferred: 0

Resignations: 0

Meritorious Award Nominees: None

2017 Paper Graders: Rich Schaefer and Marcelo Valdes

Subcommittee Meeting Minutes

Craig Wester (Chairman) welcomed all to the PDS subcommittee interim web-ex & conference call meeting. Attendance was taken. IEEE anti-trust policy was reviewed at beginning of meeting. Welcomed 5 new members to the PDS subcommittee. Potential new members were asked to fill out committee membership application. Expect to receive 1 new member application form to PDS subcommittee.

Craig Wester (Chairman) reviewed the importance of the paper submission milestone dates to all authors, sponsors, and reviewers. Todd Legette is program chair for conference. Craig Wester (Chairman) reviewed and discussed the available documents for conference, such as authors guide, paper format template, sponsor check list, reviewer check list, and tutorial & panel check list. The IAS paper template will be used for 2017 conference. It was noted that web site does not have updated authors guide nor paper format template.

Reminded everyone that the full committee interim meeting is October 13 at 11:30 eastern and to please attend. Craig Wester (Chairman) sent meeting invite to new PDS members that did not get meeting invite.



The list of proposed papers was reviewed and updated with changes. New paper topics were discussed. Paper grading was reviewed. Each proposed paper, panel session and tutorial was discussed at the meeting regarding its applicability to the IEEE PPFIC - IAS Pulp, Paper & Forest Industries Conference. If deemed appropriate by the committee, a sponsor and three reviewers were assigned.

Paper list submitted to the General Committee:

11	A Papers
2	B Paper
1	C Papers
0	D Papers
0	E Papers
13	Total Papers

0	Panel Discussions
0	Tutorials (4 hours)

Refer to the attached PDS Subcommittee Paper Status spreadsheet for detailed information.

Website for more author & conference details:

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

We will be following the IAS paper format in 2017. IAS Paper template can be found at:

http://ias.ieee.org/images/files/publications/paper%20template%202009-05-21%20v%208%20updated_031511.doc

Reviewer and sponsor checklists:

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

Future conferences will be:

2018 – Williamsburg, VA

2019 – Appleton WI

Please contact the writer with any comments or corrections.



APPENDIX E – TRAINING, SAFETY, STANDARDS, AND CODES
SUBCOMMITTEE

INTERIM MEETING
SEPTEMBER 26, 2016 – CONFERENCE CALL

MINUTES

Recorded by: Nehad El-Sherif, TSSC Subcommittee Chair

Members Present: John Malinowski
Larry Thomas
John Kay
Nehad El-Sherif

Total: 4

Members deleted from Roster:

D. Ray Crow
Raymond C. Daigh
Alvin Havens
Paul J. Rouillier
Ralph W. Shead
James C. Williams

Total: 6

Members with an excused Absence:

Jim White

Total: 1

Members with an unexcused Absence:

Dennis Neitzel
Daleep Mohla
Bryan Gunter

Total: 3



Guests:

Total: 0



Introductions

The meeting was called to order by Nehad El-Sherif at 10:15am Eastern Time. All attendees and guests introduced themselves. Attendance was taken with corrections made to contact information.

IEEE PPIC Anti-Trust Statement

IEEE's policy prohibits any discussion which constitutes or implies an agreement or tacit understanding concerning:

- prices, discount, or terms or conditions of sale;
- profits, profit margins, or cost data;
- market shares, sales territories, or markets;
- allocation of customers, markets or territories
- discriminatory licensing provisions;
- standards or certification programs that unreasonably restrain trade;
- selection, rejection, or termination of customers or supplier;
- restricting territory or markets in which a company may resell products;
- restricting the customers to whom a company may sell;
- bidding or refraining bidding; or any matter which restricts a participant's independence in setting prices, establishing production and sales levels, choosing the markets in which the member operates and selects its customers and suppliers.

The principal provisions of the Sherman antitrust laws of the United States provide:

Every contract, combination in the form of trust or otherwise, or conspiracy, in restraint of trade or commerce among the several States, or with foreign nations, is declared to be illegal. Every person who shall make any contract or engage in any combination of conspiracy hereby declared to be illegal shall be deemed guilty of a felony, and, on conviction thereof, shall be punished by fine not exceeding \$10,000,000 if a corporation, or, if any other person, \$350,000, or by imprisonment not exceeding three years, or by both said punishments, in the discretion of the court.

Section 1, Sherman Act

Further: Every person who shall monopolize, or attempt to monopolize, or combine or conspire with any other person or persons, to monopolize any part of the trade or commerce among the several States, or with foreign nations, shall be deemed guilty of a felony, and, on conviction thereof, shall be punished by fine not exceeding \$10,000,000 if a corporation, or, if any other person, \$350,000, or by imprisonment not exceeding three years, or by both said punishments, in the discretion of the court.



Section 2, Sherman Act



(Thomas C. Wettach, Legal Counsel to the IEEE-SA Standards Board, distributed the following material at an IEEE 802 tutorial on intellectual property (5 July 1999). It does not represent IEEE-SA policy. However, it may be construed to represent guidelines on the interpretation of the policy.)



Announcements

1. Open positions and assignments on TSSC include the following:

- Vice Chair for TSSC – John Kay
- Secretary for TSSC

2. Important dates:

Interim meeting via Internet:

- PPIC Executive Committee Meeting – Conference call on October 11, 2016
- PPIC General Committee Meeting – Conference call on October 13, 2016

Future PPIC Conferences dates and locations

- 2017 PPIC Conference will be in Tacoma, WA, June 18 – 23, 2017
- 2018 PPIC Conference will be in Williamsburg, VA, June 10 – 14, 2018
- 2019 PPIC Conference will be in Appleton, WI
- 2020 PPIC Conference will be in Jacksonville, FL

3. Recognition awards:

Nominations for the Meritorious Engineering and Meritorious Service Awards are due at the Interim meeting in October. If you would like to nominate someone, 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://pulpandpapercommittee.com>.

Membership Requirements

To join the TSSC subcommittee, contact Roly Roberge (roly.roberge@morganplc.com) to complete the official PPIC membership form. Notice that if you miss two consecutive meetings (with no excuse) you are dismissed from the TSSC Subcommittee.

Approval of the Minutes from the Annual Meeting

John Kay moved that the minutes be approved as written. The motion was seconded by Larry Thomas. The motion passed with no objections.

General Business

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.

Papers:

IEEE - IAS PULP AND PAPER COMMITTEE TRAINING, SAFETY, STANDARDS AND CODES SUBCOMMITTEE TECHNICAL PAPER SUMMARY AND STATUS								Date: Oct. 13, 2016				
CONF YEAR	Paper Status					TITLE	AUTHOR(S) CONTACT INFORMATION	SPONSOR CONTACT INFORMATION	REVIEWER CONTACT INFORMATION			COMMENTS
	A	B	C	D	E				Reviewer #1	Reviewer #2	Reviewer #3	
2017		1				Ground Fault Protection for Mill Equipment	Nehad El-Sherif, Warren Hopper	Dennis Neitzel				
2017			1			Functional Safety	John Kay	Nehad El-Sherif	Nehad El-Sherif			
2017		1				Electrical Condition Monitoring & Electrical Safety Standards	Tim Rohrer	Nehad El-Sherif	Nehad El-Sherif			
2017						TBD	Rachel Bugatis	Nehad El-Sherif	Nehad El-Sherif			
2017		1				NFPA 70E Shock and Arc Flash Risk Assessment Best Practices	Mike Doherty	Nehad El-Sherif	Nehad El-Sherif			
2017						TBD	Sergio Panetta	Nehad El-Sherif				
2018						Training Requirements for Qualified and Unqualified Personnel	Dennis Neitzel	John Kay				
2018						Typical Power Circuit Breaker Maintenance Considerations	Dennis Neitzel	John Kay				

Note: Papers in red are not included in the count

Tutorials:

Tutorial Title											
2017				1		Upcoming Changes to NFPA 70E	Daleep Mohla, Jim White				Nehad El-Sherif
2018					1	2018 NFPA 70E Changes	Dennis Neitzel				John Malinowski

Panels:

Panel Title											
2017				1		Best Practices for Risk Assessment Compliance of NFPA 70E	Mike Bukovitz, Jeff Hill				Nehad El-Sherif
2017					1	Why You Should be Involved	John Malinowski, Mark Zawadzki, Daleep Mohla, IEEE SA Rep.				Nehad El-Sherif

Paper and Tutorial templates, guidelines, and milestones will be sent out to all authors by the Chair, Nehad El-Sherif

The following table summarizes the count of papers, panels and tutorials for the 2017 PPIC conference:

	A	B	C	D	E
Papers	0	3	1	0	0
Tutorials	0	0	1	0	0
Panel	0	0	2	0	0
Special Presentation	0	0	0	0	0

Paper Status Legend

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 an 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.

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

- IEEE 841 Std 1-500hp Induction Motors – John Malinowski
 - Sponsored by PCIC
 - The scope of application is changed from petrochemical to process industry
 - Input from diverse user groups is needed to update the standard
 - **Suggestion:** Schedule an hour meeting after the general meeting on Tuesday afternoon to introduce the PPFIC attendees to the standard and get their input
- Active shooter scenario – John Malinowski
 - An incident that took place at one of the facilities
 - Could be a good topic for a keynote speaker or a panel
 - Potential paper on active shooter security and conflict resolution/de-escalation
 - John Malinowski received training at his local police station by the Civilian Response to Active Shooter Events (CRASE): <http://alerrt.org/Course-Catalog>. Also his company used them as a basis for employees training



- **Action plan:** Larry Thomas & John Malinowski will research the topic for 2018 Williamsburg conference. Everybody is welcome to participate

Adjournment

The meeting was adjourned at 9:05am Eastern Time.

Distribution of Minutes

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



APPENDIX F – DRIVES AND CONTROLS SUBCOMMITTEE

INDUSTRY APPLICATIONS SOCIETY PULP & PAPER INDUSTRY COMMITTEE DRIVES AND CONTROLS SUBCOMMITTEE 2016 INTERIM MEETING MINUTES

Meeting Date: Tuesday, October 4, 2016
Meeting Started: 11:00 AM (eastern)
Meeting Adjourned: 12:30 PM (eastern)
Chairman: Mark Zawadzki
Vice Chairman/Secretary: Steve Pittman
Total Members: 49
Members Present: 16
Members Excused: 12
Members Not Excused: 21
Guests: 2

Introduction

- Members and guests introduction
- Welcome New Members – Tim Smith, Dan August

Announcements

- Read Antitrust Announcement (see appendix C below)
- 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.

Old Business

- Review/Approve DCS Minutes from Austin 2016 Annual Meeting - Approved
- Future Conferences and Conference Chairs are scheduled as follow:
 - 2017 Tacoma (June 18 – 22) Rory Johnson/Duncan Rhodes
 - 2018 Williamsburg John Malinowski?
 - 2019 Appleton Scott Valinski/Duncan Rhodes
 - 2020 Jacksonville Rich Butler/Walt Simpson

New Business:

- 2016 Interim PPIC meeting to be held on Thursday, October 13, 2016 at 11:30 am (Eastern) via WebEx conference call
- Need Paper Reviewer(s) for 2017 conference - Roger Lawrence and Steve Pittman
- Meritorious Service or Engineering Award Nominations? Send Mark Zawadzki any nominations.
- Discussion on PPIC sponsoring a Motor Protection Relay Standard. Tabled for future discussion.
- EASA to be held June 25 – 27 in 2017

Review of Papers:

- Review of paper submission timeline (see appendix B below)
- Spreadsheet
 - 0 A paper, 5 B papers, 1 C papers, 1 D paper and 2 tutorial



(DCS Committee) 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 12, 2016 2016 IEEE Conference Austin, TX

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.

(DCS COMMITTEE) APPENDIX B - MILESTONE DATES FOR TECHNICAL PAPER SUBMISSIONS FOR THE ANNUAL IEEE PULP, PAPER & FOREST INDUSTRIES CONFERENCE

JUNE 18-22, 2017 TACOMA, WA

Milestone Date	Milestone Action
June 21, 2015	Annual Subcommittee Meetings: Subjects and Authors suggested by Paper Sponsors
September 4, 2016	Program Chair: Issue Call for Papers to IAS distribution list
October 2, 2016	Program Chair: Author's Guide posted on conference web site
By October 9, 2016	Mid-Year Interim Committee Meetings: Rough drafts available for reviewers
November 20, 2016	Reviewers: Review of rough draft due
January 8, 2017	Authors: Final draft to reviewers
February 5, 2017	Reviewers: Review of final draft due
March 5, 2017	Authors: Email Final Manuscript, to Technical Program Chair, formatted in compliance with the 2017 IEEE / IAS PPIC STYLE OF PAPERS AND PAPER FORMAT
March 19, 2017	Program Chair: Creates and sends email invitations to authors via ScholarOne Manuscript System
April 3, 2017	Authors: Upload paper to ScholarOne Manuscripts via invitation. Complete the on-line copyright transfer and send the Author's Data & Release Form and Co-Author's Form to the technical chair
April 10, 2017	Program Chair: Download manuscripts PDF files from ScholarOne Manuscripts and send to printer and CD provider.
April 17, 2017	Awards Committee Chair (TCPRC): Assigns reviewers in ScholarOne Manuscripts
April 24, 2017	Program Chair: Acknowledgment and schedule provided for Authors
May 15, 2017	Awards Committee Members: Review of all conference papers via ScholarOne Manuscripts due
April/May 2017	Authors: At least one author MUST register for the conference
June 3, 2017	Program Chair: Bound copies of conference record are sent to Local Conference Chair Authors: Email final presentation to the Sponsor/Technical Program Chair and Audio Visual Coordinator
	<u>Annual Conference</u>
June 18-22, 2017	Authors: <u>At least one author must register for and attend the conference.</u> <u>Authors must attend the "Author's Breakfast" the morning of the day scheduled for the oral presentation of their paper.</u>
June 21, 2017	Awards Committee Chair (TCPRC): Compiles the reviewer's scores from ScholarOne Manuscripts, along with the presentation ratings, to determine prize paper selections
After June 22, 2017	Program Chair: Verify that all papers were presented. CD's and any requested bound copies of record are sent to IEEE Headquarters



Approx. July 29, 2017	Awards Committee Chair (TCPRC): Record decisions on all papers in ScholarOne Manuscripts
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Note: The exchange of very large files via email is often not always allowed by some corporate servers. Sponsors and subcommittee chairpersons are encouraged to use alternative file sharing services like DropBox™, YouSendit™, Google Drive™, Hightail™ etc.

Please note that some of these are public sites and documents uploaded may be visible to the public depending on your personal settings.



(DCS COMMITTEE) APPENDIX C - IEEE-PPIC ANTI-TRUST STATEMENT

IEEE's policy prohibits any discussion which constitutes or implies an agreement or tacit understanding concerning:

- prices, discount, or terms or conditions of sale;
 - profits, profit margins, or cost data;
 - market shares, sales territories, or markets;
 - allocation of customers, markets or territories
 - discriminatory licensing provisions;
 - standards or certification programs that unreasonably restrain trade;
 - selection, rejection, or termination of customers or supplier;
 - restricting territory or markets in which a company may resell products;
 - restricting the customers to whom a company may sell;
 - bidding or refraining bidding; or any matter which restricts a participant's independence in setting prices, establishing production and sales levels, choosing the markets in which the member operates and selects its customers and suppliers.
-

The principal provisions of the Sherman antitrust laws of the United States provide:

Every contract, combination in the form of trust or otherwise, or conspiracy, in restraint of trade or commerce among the several States, or with foreign nations, is declared to be illegal. Every person who shall make any contract or engage in any combination of conspiracy hereby declared to be illegal shall be deemed guilty of a felony, and, on conviction thereof, shall be punished by fine not exceeding \$10,000,000 if a corporation, or, if any other person, \$350,000, or by imprisonment not exceeding three years, or by both said punishments, in the discretion of the court.

Section 1, Sherman Act

Further: Every person who shall monopolize, or attempt to monopolize, or combine or conspire with any other person or persons, to monopolize any part of the trade or commerce among the several States, or with foreign nations, shall be deemed guilty of a felony, and, on conviction thereof, shall be punished by fine not exceeding \$10,000,000 if a corporation, or, if any other person, \$350,000, or by imprisonment not exceeding three years, or by both said punishments, in the discretion of the court.

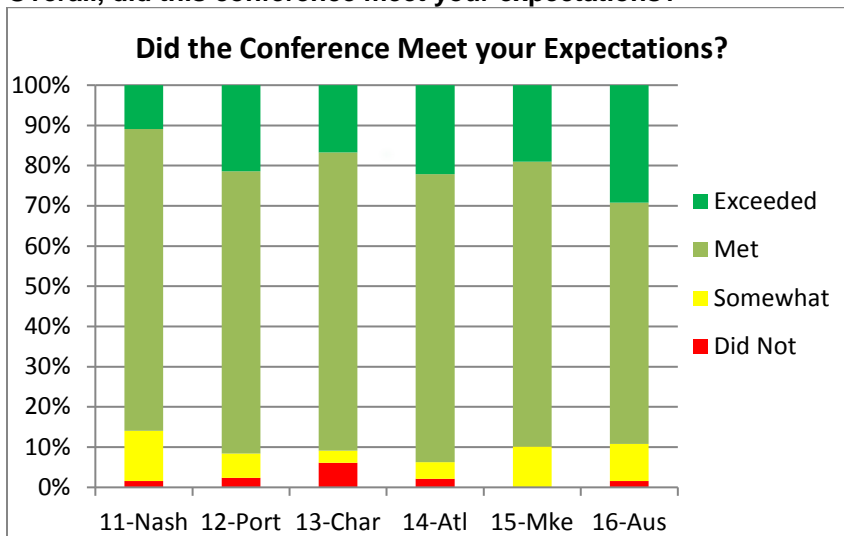
Section 2, Sherman Act

(Thomas C. Wettach, Legal Counsel to the IEEE-SA Standards Board, distributed the following material at an IEEE 802 tutorial on intellectual property (5 July 1999). It does not represent IEEE-SA policy. However, it may be construed to represent guidelines on the interpretation of the policy.)

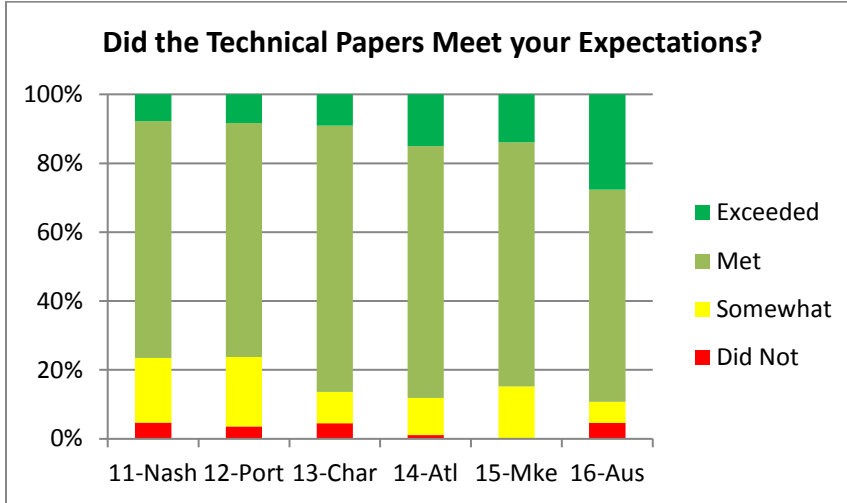
2016 IEEE PPIC CONFERENCE ATTENDEE SURVEY

There were a total of 65 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?



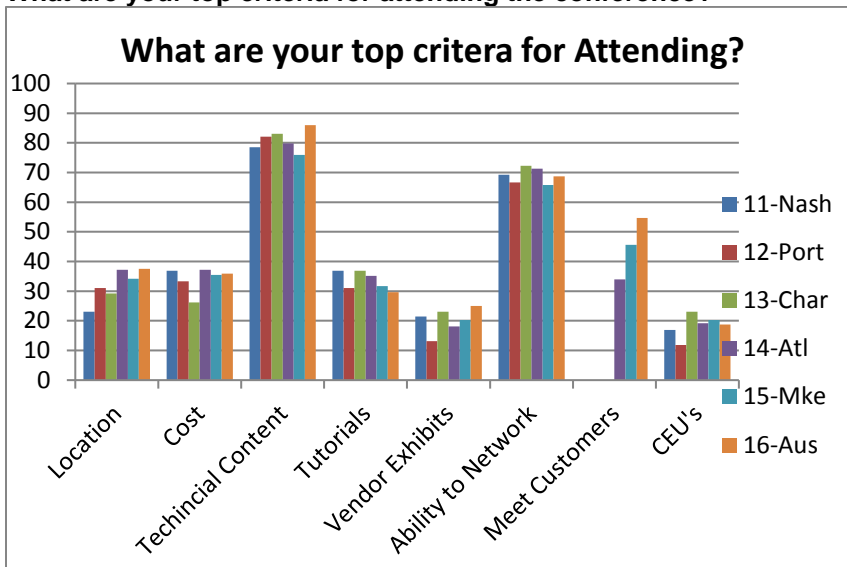
2. Rate the technical papers



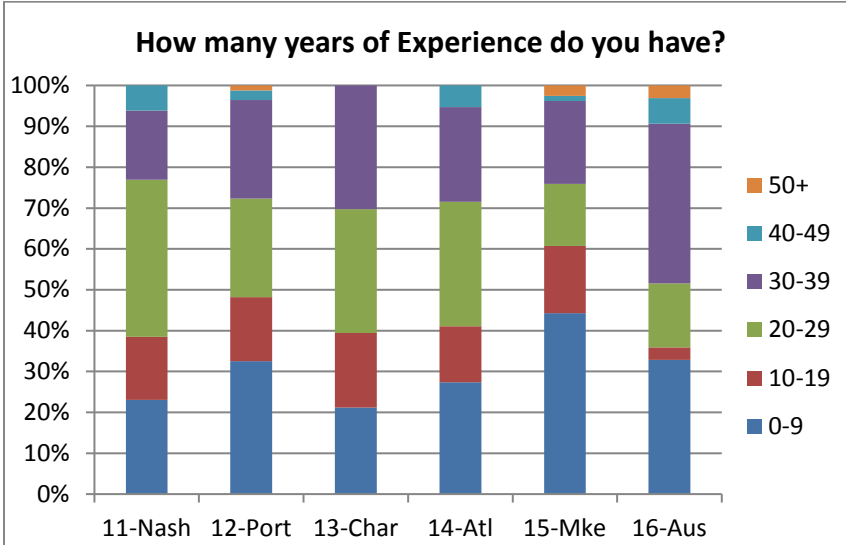
3. How likely would you be to attend a future conference in the following locations?

	Will not attend	Not likely to attend	Likely to attend	Definitely will attend	Planning to be Retired !
2017 Tacoma, WA	2	13	28	20	2
2018 Colonial Williamsburg, VA	2	10	32	15	4
2019 Appleton, WI	2	11	33	9	7

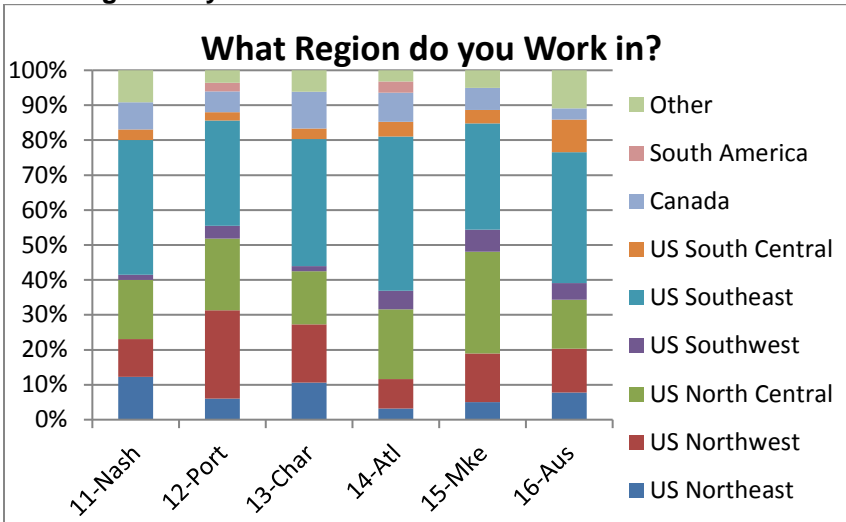
4. What are your top criteria for attending the conference?



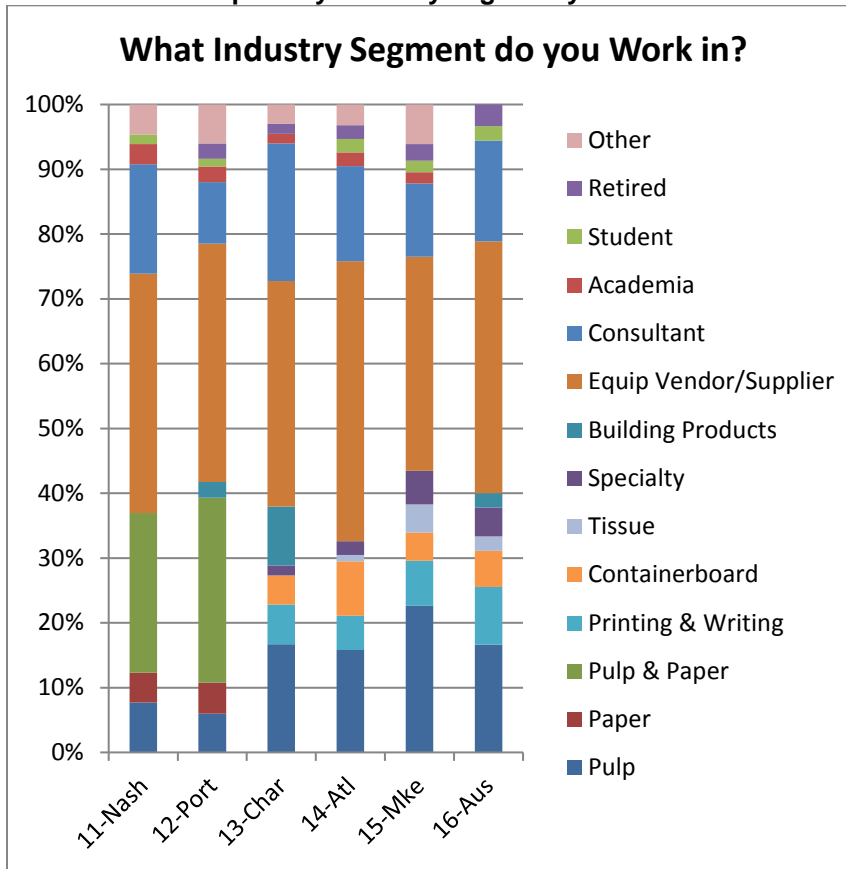
5. How many years experience do you have in the Forest Products Industry?



6. What region do you work in?



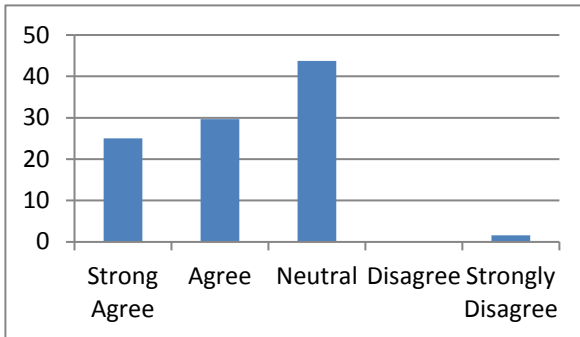
7. Please define the primary industry segment you work in:



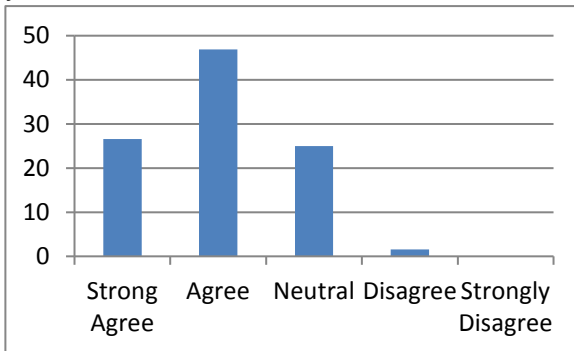
8. Will you participate in the October Interim Meeting? If so, which Subcommittee?

Full Committee Meeting	18
DCS	13
PDS	15
EMMC	9
TSSC	5
Not Sure	28
No – Not Interested	9

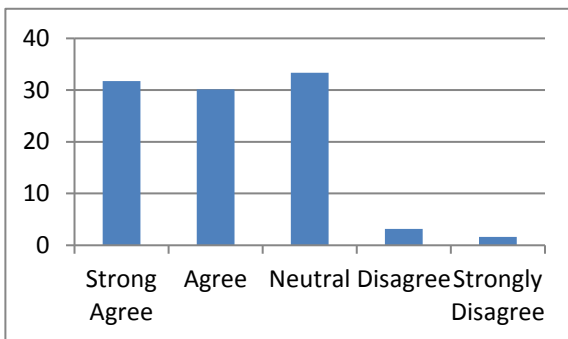
9. Please provide your thoughts on the following:
 Changing the Conference Name to Pulp, Paper, and Forest Industries is a positive change for the conference



I learned enough at this conference to make a good case to my supervisor to come again next year

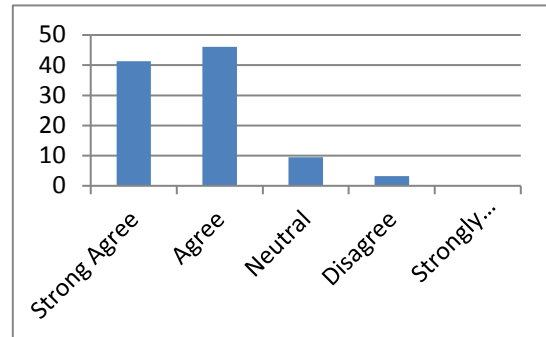


Changing the vendor hospitality arrangements on Monday and Tuesday night is a positive change for the conference

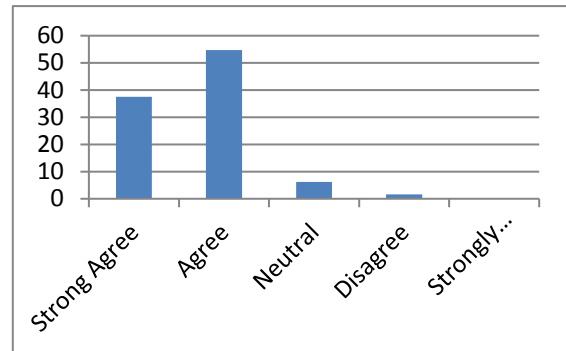


I would prefer having the Conference earlier in the year, before school is out

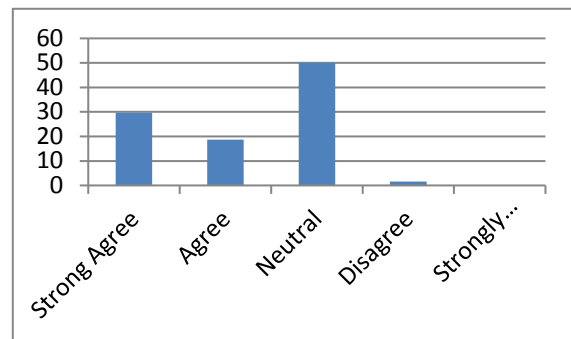
The hotel facilities met my expectations



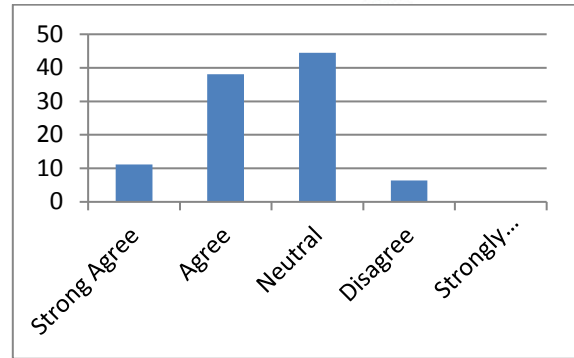
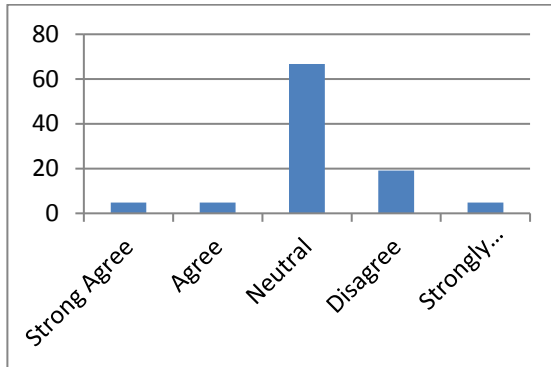
The conference meals and snacks met my expectations



I would prefer the Conference Dates be moved away from Father's Day Weekend



The existing Conference Dates (in mid to late June) work out for me



10. Written Comments:

- Keep up the good work
- Really enjoyed the Keynote discussion on economics of the US / Paper Industry.
- First IEEE trade show for me. I really enjoyed some of the white papers that were presented. However it did seem like there were more vendors than end-customers attending this conference.
- I believe there needs to be a planned, focused IEEE-PPFIC marketing effort to increase conference attendance and participation. I think back to the early 1980's when I was first entering the industry; I knew absolutely nothing, but I was surrounded by an experienced network of engineers who slowly and patiently taught me how to be an engineer in a paper mill. The PPFIC is an ideal vehicle for this "knowledge transfer", perhaps the best way to insure the next generation of engineers is equipped to take our place(s) when we retire. Personal invitations are still the best way to achieve PPFIC growth, but an IEEE-backed marketing effort would surely help this effort.
- Moderators need to control the duration of papers so there is adequate time left for questions. Some of the authors have more slides than time allowed.
- I thought that the large vendor dinners on Monday and Tuesday were a very positive experience in years past. I expect many folks were disappointed in what happened this year. If the same arrangement is in place next year, and attendees know it ahead of time, I expect there will be many more small groups that leave the conference site to dine elsewhere.
- A wealth of knowledge in the rooms, learning from people's experience.
- This was my first time and the primary motivation was that I was asked to write a paper. Based on my experience it is my intention to attend again next year.
- Keep advocating the conference as a valuable learning experience at the mill level: not only for technical papers and tutorials, but also for the exposure to knowledgeable technical contacts (other mills, "expert" vendors, consultants, etc). After all, they're a more-or-less captive audience - and (most are) willing to give of their time and expertise. We had more mill participation in papers this year than we have had in a while. Keep putting the word out and encouraging that attitude - mills and their staff are not just as "test beds" for practices or material, but as authors in their own right. They know their process(es) and equipment - and they know what learning opportunities are of interest. One other thing: we're all trying to be a bit more health-conscious as we gain life experience. Please try to arrange wholesome and healthy snacks for break time. There's significant periods of inactivity for most of the attendees (read "listening to papers") - filling up on candy and sweets is not conducive to long-term health, even though there's short-term pleasure.
- Another well managed well run conference. Complements to the local committee. Technical program was solid, interesting and valuable. Never cease to learn something I can use at this conference.
- The presentation setup was poor with long rows of tables instead of short, angled groups The vendors pay for the conference. The booths must be oriented immediately outside the main hall There was a dangerous amount of commercial detail in what are supposed to be neutral peer-reviewed papers. Only 1 or 2 would have met the true duty of care for a peer-reviewed article.
- The location of the conference in suburbs the last few years means that my family has no interest in attending. A higher priced hotel near downtown would be much more welcome to my family attending the conference.
- Need to expand user participation. Promote strongly to more local users... try to increase drive-in participation.
- Being in Austin was very convenient for me. My background is process control, so it was not clear if this conference was pertinent to my discipline. The high power electrical content of the technical presentations is not familiar to me but I welcome the opportunity to learn
- It would be good to entice more mill level personnel to attend



- As a vendor, having only 19 "Mill" attendees is very low. Will be very difficult to justify attendance with so few potential customers. How can you increase "Mill" attendees? It's going in the wrong direction.
- Vendor first time attendee, would gladly attend again.
- Need to do more to get additional end users at conference. More attendees are retiring or moving to other industries than are joining. We have zero attendees from forest products.
- It would be good to send out to the membership the survey results.
- Rooks Internship combined with employer's interest in delivering arc-flash mitigation solutions.
- I've been in the electrical industry for 23 years and shockingly this was my first IEEE event of any kind. I was blown away with the technical presentations. I'm now in Business Development with Siemens in Houston so I'm heavily involved in Petro Chem, so I plan to start attending PCIC. I attended this conference as it was in my area and we were one of the primary sponsors. I really had a great experience, thank you!
- I was a first time attendee and participated on the panel discussion regarding DC Motors and Leveraging TCO. The Q&A session would have been more informative had the questioners microphone not been occupied by a single talker for most of the Q&A time. The panel's topic did lead into significant conversation and comment after the Q&A time had lapsed.
- Once again, a great conference with excellent planning and follow-through by the organization team. The venue was significantly better than last year. Accommodations were excellent and the hotel staff was tremendous. The guest/spouse program had some transportation glitches, but overall was very enjoyable for my wife. It will be great to have a conference back in the southeast in the near future due to travel expenses involved so that we can involve more of our young engineers in the conference.
- As a supplier company, one of the most important objectives of attending technical conferences is networking with the end user community. My company used to be a large supporter of IEEE pulp and paper, but the dwindling user base has resulted in my company management pulling back from IEEE, Efforts need to be made to re-establish a strong end user base in order to secure support from vendor companies.
- Thanks to the 2016 team for another great conference!!!
- It was a great conference. One very pleasant surprise was to have a prayer offered at the beginning of the Wednesday lunch. I encourage you to continue that practice.
- The young engineer program allowed me the opportunity to come at low cost to my facility. Panels and open discussions were my favorite part. The technical papers can often feel like a college lecture which makes it difficult to remain attentive throughout.
- Ladies program needs work -- and better attendance.
- Most of the attendees seemed to be other vendors. Not enough customers there.
- We should have a course outline to review before accepting Tutorials.
- Couldn't get a King bed reservation at the Westin in May, ended up staying at another hotel.
- Need to get website open earlier, even if papers and tutorials are not complete.



**APPENDIX H – 2016 Contact List Report for the IEEE Pulp & Paper Industry
Committee Interim Meeting**

It is my pleasure to provide the following report,

I used the registration list from the Milwaukee 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 2015 conference. With the help of Duncan Rhodes, we again did an email check and scrubbed out or corrected many email address.

The following is an update and report,

Total Entries as of 2015 conference	606
Entries removed this year <small>[No attendance since 2007 and/or no valid email]</small>	2
Added in 2015/2016 to-date	<u>35</u>
Active* with Email address	635

*- Have attended at least one conference in the last 8 years and email address is valid.

Total Entries after data cleansing 641

The Access database was converted to Excel and passed along to Roly Roberge who took over from me after the June conference as we combine this role with those of the Membership chair.

This will be my last formal report for this position.

Respectfully submitted, John A. Kay



APPENDIX I – IEEE Fellows Report 2016 to the IEEE Pulp & Paper Committee Interim Meeting

We had one of our well known members obtain his Fellow for 2016,

Blake Lloyd

Iris Power Engineering, Mississauga, ON, Canada

Received his Fellow elevation for development of non-intrusive diagnostics for electrical motors and generators.

Congratulations to Blake! Blake had his Fellow presentation held at the recent IEEE IAS Annual Meeting.

I am honoured to say, **Warren Hopper** has been re-submitted, for consideration again this year.

The IEEE Fellows Review Committee does not issue their report until late November. Any news of elevations submitted by our committee will be announced by way of an email to our distribution list. Best of luck to our candidate.

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 2017 up to the deadline of **1 March 2017**. 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