



INDUSTRY APPLICATIONS SOCIETY

PULP & PAPER INDUSTRY COMMITTEE

MINUTES

of the

FULL COMMITTEE

INTERIM MEETING

2017 PPIC FULL COMMITTEE INTERIM MEETING

Via Web Based Conferencing

October 12, 2017

11:00 AM CDT

Minutes recorded by Mark Zawadzki, PPIC Secretary



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1. WELCOME AND INTRODUCTIONS – GREG DREWISKE

Meeting called to order by Greg Drewiske @ 11:02 CDT.

2. ANTI-TRUST STATEMENT – GREG DREWISKE

Greg Drewiske reviewed the Antitrust Statement.

3. REVIEW/APPROVAL OF 2017 ANNUAL FULL COMMITTEE MEETING MINUTES – MARK ZAWADZKI

Minutes from the 2017 Annual Full Committee Meeting were reviewed. Mark Zawadzki moved that the minutes be approved and it was seconded. The minutes were approved.

4. 2017 EXECUTIVE COMMITTEE INTERIM MEETING HIGHLIGHTS REPORT – MARK ZAWADZKI

Highlights from the 2017 Executive Committee Interim Meeting were reviewed by Mark Zawadzki.

5. STANDING SUBCOMMITTEE REPORTS

a. Membership Update – Roly Roberge

In process of updating the email sheets – got many corrections from people.

Would like to take 5 minutes at the 2018 conference to clean up the membership list.

At the annual meeting last June (2017), 57 people attended the Full Committee meeting.

The membership is at 112 up from 108. The IEEE membership grade distribution of our membership is as follows:

- 42 Senior Members
- 63 Members
- 5 Fellow Members
- 1 Life Senior Members
- 1 Life Fellow Member

The job sector distribution of our membership is as follows:

- 59 vendors
- 27 mill people
- 19 consultants
- 2 academic
- 5 retired

b. Conference Contact List – Roly Roberge

In process of updating.

c. Fellows Nominations – John Kay

No names in the hopper right now. Challenged all to find nominations. Applications need to be in by the end of February. Any thoughts on nominations contact John Kay.

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

Papers are published in IEEE Explorer Periodicals – IAS Magazine and Transactions. It is important for academics to get papers published – not so much for others.

Reminder that papers submitted to be published cannot be the same as the paper submitted for the conference – changes need to be made. Chris can help with the changes. If no changes then cannot be published.

e. Publicity Update – Rich Turner

Rich Turner is submitting an article to the IAS magazine about past 2017 Tacoma PPFIC conference. Working on publicity for the next conference in Appleton.

f. PPIC Awards Nominations – Rory Johnson

One award nomination is in progress and to be submitted for meritorious award. Still looking for other nominations.

Rory has an active list of names that have been mentioned in the past – Rory is reviewing that list and might be contacting others for feedback.

g. Webmaster – Greg Drewiske for Nehad El-Sherif

All PPIC contents are now on the new website (<http://sites.ieee.org/ias-pulpandpapercommittee/>).

Pete Famighetti mentioned that Appleton website is in progress.

6. LIAISON UPDATES

a. IEEE – IAS Executive Committee Update - Dave Durocher

Steve Coppinger is now PID chair. Went through IAS nominations – Blake Lloyd was nominated for Chair, Travel Awards and Events Standing Committee (2018-2019).

Dave Durocher is Chair, Constitution & Bylaws/Nominations Standing Committee (2018).

Blake Lloyd and Dave Durocher from PPIC are on the 2018 IAS Board.

IEEE held election. Dave Durocher won Division II Director. Division II includes 6 Societies including IAS. 2 years as Director Elect starting in 2018 and 2 years as Director.

b. TAPPI Update – Burt Judson

Short Course presented in Tacoma Conference is the only activity.

Bob Vanlieshout and Duncan Rhodes organized the tutorial. 26 attended the tutorial plus the presenters. Good showing. Tutorial was profitable after expenses – profit was split between TAPPI and IEEE.

One discussion was not having the ability to video record the tutorial. If we do the tutorial again will have to try harder to record the tutorial.

Overall very successful.

c. IEEE Standards Update – Chris Heron

PPIC does not have a Standing Standards Subcommittee – therefore cannot sponsor Standards until we do. Mark Zawadzki, Greg Drewiske and Todd Legette are tasked with defining applicable standards for the pulp and paper industry. Once applicable standards for pulp and paper are defined we can get feedback on whether we pursue developing them.

PCIC will sponsor the DC Motor Repair Standard.

During the next PPFIC conference we will determine if we work towards developing standards in our committee. Dennis Neitzel commented that standards fall under the TSSC Committee in PPIC. Chris responded that to develop standards it must be a specific standards committee – TSSC is not adequate. Mark Zawadzki commented that those on the standards committee can still be members of other committees.

Dave Durocher commented that Daleep Mohla is a member of the IEEE Standards Board and wants to help.

d. Electrical Safety Workshop – Dennis Neitzel

Good workshop in Reno. Next workshop will be held in Fort Worth, TX at the Omni Hotel on March 19 - 23, 2018 – it is the latest and greatest place to go for electrical safety. There will be papers and tutorials on the 2018 NFPA. 2018 NFPA is now out – good place to figure out what the updates are. Encourage all to come.

Greg Drewiske seconded Dennis's comments – great conference.

7. OPERATING SUBCOMMITTEE REPORTS

a. PCEMC; Process Control, Engineering, Maintenance, Construction – Mike Tribe

Interim Meeting held on October 12. 14 total members. 6 members and 1 visitor on call.

3 A, 4 D and 3 E papers – 3 solid papers

b. DCS; Drives and Control Systems Subcommittee – Steve Pittman

Subcommittee interim meeting was held September 27.

Subcommittee has 50 members. Attendance: 12 members, 2 excused absences, 26 unexcused absences, and 5 guests. Total 17 in attendance.

2 A, 4 B and 2 C papers and 1 Tutorial

c. PDS; Power Distribution Systems Subcommittee – Craig Wester (absent from call)

Subcommittee interim meeting was held on September 29.

Subcommittee has 30 members. Attendance: 12 members, 10 excused absences, 8 unexcused absences, and 5 guests. Total 17 in attendance.

4 A and 7 B papers – one paper might transition to a panel.

d. TSSC; Training, Standards, Safety & Codes Subcommittee – Nehad El-Sherif

Subcommittee interim meeting was held September 12.

Subcommittee has 7 members. Attendance: 3 members, 0 excused absences, 4 unexcused absences, and 0 guests. Total 3 in attendance.



3 B and 1 C paper, 1 tutorial and 2 panels



8. AUSTIN CONFERENCE REPORT – GREG DREWSKE

Made around \$38K. Conference is officially closed out and behind us.

9. TACOMA CONFERENCE REPORT – DUNCAN RHODES & RORY JOHNSON

TAPPI tutorial made around \$3750. This was split 50/50 between TAPPI and IEEE.

Done with Financials. Sent preliminary spreadsheet to IEEE. Duncan Rhodes shows around \$33K in checkbook after \$10K payback. Income and cash flow shows a discrepancy – \$33K versus around \$24K – IEEE will need to figure it out.

Calculating 22% margin using \$24K profit number – IEEE target is 20%.

Per Rory we had 40 mill people and 12 consultants. Trending same as we have in the past. Good feedback on conference. Will look for more detail about the conference from survey results.

10. FUTURE CONFERENCES

a. 2018 Appleton – Duncan Rhodes

Duncan Rhodes and Scott Valinski are co-chairs.

Have \$10K seed money, deposit slips and checkbook. Hotel is nailed down. Conference is well on the way. Lambeau is out as the Conference Closing Session.

Duncan asked if preference for EAA (Experimental Air Association) or tour Lambeau field with dinner across the street at the brewery. Down side of EAA is we just did Boeing and went to EAA last time we were in Appleton. Send Duncan an email with your preference (vote) – duncanrhodes@ieee.org.

No pricing yet for EAA – it's a wash distance wise between the two choices. The local committee is meeting later today to nail down rest of committee and address other miscellaneous details. Conference is June 17 – 22, 2018.

b. 2019 Jacksonville, FL – Rich Butler and Walt Simpson

On track. RFP is being finalized and will be out in October. Target to finalize bids by 12/31/2017. One feedback that was received is that to look at the 4th week in June as well as the traditional 3rd week. Using the same RFP that was used for Tacoma and Appleton. Looking at Jacksonville and surrounding area including St. Augustine.

c. 2020 and Forward - Rich Butler

After Jacksonville looking at the New England area – Portland or Boston. Have not been there in a while and want to be rotating by region where there is a high density of pulp and paper industry. Nothing yet locked down.

For 2021 looking to go back to the west coast – maybe Vancouver or Portland, then Mid-Atlantic area.

Send Rich any ideas or conference leader suggestions.

11. APPLETON CONFERENCE TECHNICAL REPORT– TODD LEGETTE

Appleton Conference – 33 papers, 3 panels, 2 tutorials

In 2018, looking at doing daily unusual failures instead of one in one larger group at the end of the conference.

Reminder to the Subcommittee Chairs about milestones for paper submission including when rough drafts are due.

12. OLD BUSINESS

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

The James A. Rooks Memorial Grant Fund – Duncan Rhodes mentioned that Appleton can put money in the budget for the fund from the conference but Dave Durocher said that is probably not necessary. Believe that the fund at this time is sustainable long-term – can sustain 4 Rooks Student Interns and 4 Young Engineering Professionals per conference.

b. Rooks Student Intern & Young Engineering Professionals – Greg Drewiske

Two Interns were present for the 2017 Tacoma Conference:

- Chris Wall – Pratt Industries, Conyers, GA
- Brock Kocyan – Georgia-Pacific, Halsey, OR

Final cost for the 2017 program was approximately \$1927. With Brock being local, that helped with overall costs this year.

Overall, we stayed within the \$2000/person provided. Our long-term average cost is approximately \$1580 per person.

Recommendations for 2018:

- The Local Committee should provide two double rooms in Appleton as has been done in the past.

We need to get the word out and try to fill all four spots in 2018. The sooner we can get the interns identified, the lower our costs will be.

Responses to the follow-up survey of the interns below:

- Thank you for a wonderful experience at this year's IEEE Pulp and Paper conference. I hope to attend a conference in the near future, if not next year, the year after.
- I would like to thank you and everyone involved with the Rooks foundation that allowed me to come out and attend the conference. It was a great experience that I'm very appreciative for. I see a lot of benefit in attending these annual conferences, and I hope that after I speak with the Pratt E&I department that we will be able to start attending every year.

This was the fourth year we organized a program specifically aimed at attracting young engineers working in the industry to the conference. We had a couple of persons apply, but not be able to attend due to scheduling conflicts. Emily Held, part of our initial group in 2014, returned as the Power Point Operator for the conference.



Two Young Engineering Professionals attended the 2017 Tacoma Conference:

- Andrew Huff – International Paper, Springfield, OR
- Michael Meza – EasyPower, Tualatin, OR

Final cost for the 2017 program was approximately \$2685.

From the feedback survey:

Liked Most:

- The people. Getting to network was a great thing.
- The opportunity to network with other professionals in the industry and finding people who can help solve issues we are having at our mill.

Liked Least:

- The location -- Seattle would have been better.
- Some of the papers seemed very similar in topic. I recall more than one paper on arc flash. It would be nice to have a better variety in topics.

What could be improved?

- Getting an older member of the conference to do a somewhat of a mentor program.
- Having more young professionals attend the conference. I understand that is a goal you are already trying to achieve and the Young Engineering Professionals Program definitely helps

Did this change your view on the Industry?

- Yes, this changed my view a good amount. Coming from an outside discipline, I gained a lot of respect for the variance of what goes on in a paper mill.
- It made me feel more comfortable in the industry knowing all the resources I have available through IEEE

Other:

- Thank you for the opportunity to attend the conference. It was a really good learning experience for me and I'm hoping to attend again in the future.
- The Boeing Museum was really interesting and a great way to wrap up the week.
- I look forward to the many upcoming opportunities with IEEE.

c. Conference Survey – Greg Drewiske

Greg reported that the Tacoma conference received positive feedback. Survey report is 67 pages.

36 responses in 2017 – historical low. Historical is approximately 70 to 90. Is it an awareness issue?

89% satisfied with survey – higher than normal. Normal high around 81%.

Asked about topics – too much? Too little? Response is that want more mill applications. Tutorials on short side.

Hotel internet was not acceptable. Need to make sure that internet is acceptable in hotels for future conferences.

Duncan Rhodes responded – okay but don't know how to test.

Room block was a concern. Ran out of King Beds in Tacoma. We do not specify number of King beds, just price in the room block. Rory Johnson asked how many rooms should be blocked for Saturday and Sunday nights. Was a problem on Thursday as exceeded our room block for Thursday and availability was an issue.

Attrition – had approximately 1100 rooms but had 450 to 550 rooms attrition. We need to keep track of attrition – we do not get credit for attrition. We did not quite make the room block but they waived it. Prefer to error on the side of not losing money but if too few and hotel is busy then rooms could be an issue. Hotel said high attrition is common – maybe some rooms were double booked?

Duncan Rhodes stated that we need to track how many rooms we actually use.

13. NEW BUSINESS

a. Future Date Survey

Future Conference Survey results are included in Appendix G of this report.

Greg got the registration list from Pete Famighetti and Survey Monkey generated survey was sent to the attendees. Received 98 responses.

Start day – Stay the same (Sunday night start). Second was Monday night start.

3rd week of June – not a huge impact on future attendance - 25% less likely to go if on Father's day.

If we were to move the conference week, the responses favored the second week of June.

Solicited conflicts with other events. Dennis Neitzel indicated that ASSE conference is usually 1st or 2nd week of June.

To change the start day or move week – response was that it really does not matter. Fairly even split. If wanted a 2 day tutorial could not do it with a Monday start day.

b. Long Range Planning – John Kay

New Ad Hoc committee – approximately a year old; replaces the Sustainability Ad Hoc Committee.

Reviewing feedback from past chairs, conference attendees and first time attendees. Will provide formal feedback to the executive committee. Also will have suggested changes to the local committee planning guide.

New committee members; added one this week and looking for 1 – 2 more. Not a lot of work – approximately one conference call per quarter. If interested contact John Kay.

Mark Zawadzki asked about marketing options – social media and other options. Going after wood products has not been too successful up to this point.

c. Forming a Standards Committee within PPIC – Chris Heron

Will be gaging interest in June meeting - need to have our ducks in a row if will commit to doing this.

d. Future Conference Media (Cd's Removable Drives, Downloads) – Greg Drewiske

Example – some computers no longer have cd players. Some use USB flash drives but some companies block the use of USB flash drives. What about downloads? – looking at options including printed CD and FTP download for 2018. PCIC no longer uses media. IAS will try to standardize.

John Kay will take to Steve Coppinger and will bring back up to IAS – common question.

Dave Durocher stated that at IAS annual meeting had a mobile app written by a student. Was a trial and worked great – can load or look at papers from app.

Mark Zawadzki recommended that for 2018 we go with printed CD & FTP. Pete Famighetti is in the loop – will let attendees know attendees can download from FTP – will need the email and passcode from conference registration to download. Will solicit feedback after the conference. Always need paper for PPFIC – some conferences have options for paper many don't.

Dave Durocher stated that if we do FTP we should circle back to IEEE for FTP service (Dave Durocher to help) – ok if we do on our own but need to be careful with copyrights, etc. IEEE aims to make dollars from papers. Mark Zawadzki mentioned that searchability of the papers is important.

Greg Drewiske stated that it is an ongoing discussion until we work it out long-term – will print for foreseeable future.

e. Extend Unusual Failure Slot

Greg Drewiske stated that options are to have unusual failures on Monday and Wednesday and maybe other slots. No other comments on slots.

Dave Durocher recommended that we advertise early – gives people time to put together the material. If we have in an early slot might have trouble with quality – perhaps advertise early – week or two before the conference – filter mill people to bring stuff along.

Mark Zawadzki asked if there was harm in trying the new format.

Todd Legette – perhaps we would have more than what we have time for. We should start asking on Sunday.

f. Other

Submit reports to Mark Zawadzki.

Attendees of this meeting please email Roly Roberge and copy Mark Zawadzki that indicated attendance of the meeting.

14. ADJOURN

Meeting was adjourned at 12:37 pm CDT.



APPENDIX A – FULL TECHNICAL COMMITTEE INTERIM MEETING AGENDA

**IEEE PULP & PAPER INDUSTRY COMMITTEE
FULL TECHNICAL COMMITTEE MEETING AGENDA
Interim Webex
Thursday, October 12, 2017
11:00AM – 1:00PM Central Time**

Note: Please mute your line when not talking to keep background noise from distracting the others on the call.

If you are participating on the webinar, please send an e-mail to the Membership Chair (roly.roberge@morganplc.com) so he can record your presence.

- | | |
|--|---------------------------------|
| 1. Welcome | 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. Standing Subcommittee Reports: | |
| a. Membership Update | Roly Roberge |
| b. Conference Contact List | Roly Roberge |
| c. Fellows Nominations | John Kay |
| d. Paper Awards, Magazine and Transaction Submittals | Chris Heron |
| e. Publicity Update | Rich Turner |
| f. PPIC Awards and Nominations | Rory Johnson |
| g. Webmaster | Nehad El-Sherif |
| 6. Liaison Reports: | |
| a. IEEE-IAS Executive Committee Update | Dave Durocher |
| b. TAPPI Update | Burt Judson |
| c. IEEE Standards Update | Chris Heron |
| d. Electrical Safety Workshop Update | Dennis Neitzel |
| 7. Operating Subcommittee Reports: | |
| a. PCEMC - Process Control, Engineering, Maintenance, Construction | Mike Tribe |
| b. DCS- Drives and Control Systems Subcommittee | Steve Pittman |
| c. PDS – Power Distribution Systems Subcommittee | Craig Wester |
| d. TSSC – Training, Standards, Safety & Codes Subcommittee | Nehad El-Sherif |
| 8. Austin Conference Closing Report | Lana DeLeon |
| 9. Tacoma Conference Closing Report | Duncan Rhodes & Rory Johnson |
| 10. Future Conferences: | |



- a. 2018 Appleton, WI
 - b. 2019 Jacksonville, FL
 - c. 2020 and Beyond
11. Appleton Conference Technical Program Report
12. Old Business:
- a. James A. Rooks Fund Status
 - b. Rooks Student Intern & Young Engineering Professionals
 - c. Conference Survey
13. New Business:
- a. Future Date Survey
 - b. Ad Hoc Long Range Planning Committee
 - c. Forming a Standards Committee within PPIC
 - d. Future Conference Media (CD's, Removable Drives, Downloads)
 - e. Extend Unusual Failure Slot

Scott Valinski &
Duncan Rhodes
Rich Butler & Walt
Simpson
Rich Butler

Todd Legette

Dave Durocher
Greg Drewiske

Greg Drewiske

Greg Drewiske
John Kay
Chris Heron
Greg Drewiske

Greg Drewiske

Adjourn Full Interim Committee Meeting on or before 1:00 PM



APPENDIX B – FULL COMMITTEE INTERIM MEETING ATTENDANCE

Todd Legette
Pete Famighetti
Alex Wu
Christopher Burnette
Chris Heron
Jeff Hill
Mike Tribe
Rich Turner
Walt Simpson

Greg Drewiske
Emmanuel Agamloh
Abhay Kumar
Jim Phillips
Dave Durocher
John kay
Rich Butler
Rory Johnson
Jim Williams

Mark Zawadzki
Steve Pittman
Burt Judson
Roly Roberge
Duncan Rhodes
Michael Feldkirchner
Dennis Neitzel
Scott Haimerl
Matt Florczykowski

Excused Absences

Daleep Mohla

Nehad El-Sherif



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

IEEE / IAS / PPIC / PCEMC Subcommittee

2017-2018 Interim Meeting

Wednesday October 12, 2017

- Introductions / Attendance
 - Mike Tribe, International Paper
 - Burt Judson, Retired
 - Pat Dixon, GPA
 - Roly Roberge, Morgan Advanced Materials
 - Dave Durocher, Eaton
 - Mike Feldkerchner, Domtar
 - Felix Nepveux is no longer an active IEEE/PCEMC member
- Review of Technical Papers for the 2018 Conference in Appleton, WI
 - Current Count: A(3), B(0), C(0), D(4), E(3)
 - Active Papers, confirmed for conference
 - 2017-1, The Velocity of PID
 - 2018-4, The Secret to the Black Magic
 - 2018-5, Methods to Reduce Incident Energy
 - New Paper Ideas
 - 2018-6 Oil Testing of Power Transformers: What do the results mean?
 - Dave Durocher will investigate paper and move forward
- Any other subcommittee business relevant for discussion
 - Rory reminded everyone about nominations needed for the Meritorious Awards
 - Mike Feldkerchner asked about the reviewing process. Is it web-based? Answer: no. This subcommittee simply emails the papers to the chair, Mike Tribe, who then forwards to the reviewers. The tracking spreadsheet is kept up to date this way.
- Meeting was adjourned by Mike Tribe at 7:45am

Minutes taken by Mike Tribe



APPENDIX D – DRIVES AND CONTROLS SUBCOMMITTEE

Meeting Date: Wednesday, Sept 27, 2017 (WebEx hosted by Steve Pittman)
Meeting Started: 7:00AM (PDT)
Meeting Adjourned:
Chairman: Steve Pittman
Vice Chairman/Secretary: Terry Jennings
Total Members: 50
Members Present: 12
Members Excused: 2
Members Not Excused: 26
Guests: 5
Total Attended: 17

A. Antitrust Announcement

- Reviewed Antitrust Announcement- Appendix B

B. Introduction

- Members and guests announced their attendance through emailing me

C. Announcements

- Reminder that to be on this committee, you must be an IEEE member and to keep your IAS membership up to date.
- Reminder to use IEEE Alias for E-mail. Info at www.ieee.org.
- Reminder that the IEEE PPIC interim full committee meeting is October 5th 9am (PDT)

D. Old Business

- Reviewed/Approved DCS Minutes from the 2017 June Annual Meeting
- Future Conferences are scheduled as follows:
2018 Appleton, WI – Scott Valinski & Duncan Rhodes
 - Duncan Rhodes- The meeting date is June 17th – June 21st.
 - Duncan Rhodes- The location of the Closing Event “Social” has not been determined at this time.
 - Mark Zawadzki- We have renamed the Social Event the Closing Event. Calling it a Social caused some problems with upper management’s approvals.
- 2019 Jacksonville, FL – Rich Butler & Walt Simpson



- Rich Butler- Have not finalized the hotel for this location. Are finding that the hotel cost decreases significantly if we move our meeting one week closer to the 4th of July.

2020 TBD

- Rich Butler- We are currently focusing on locations in the NE such as Boston and Maine in order to better balance attendance by mill employees.

E. New Business:

- Paper reviewer(s) for 2018 Conference - Duncan Rhodes and Dan August.
 - Chris Heron - Because Duncan will be running the 2018 conference, he will not be responsible for grading the paper presentations.
- Meritorious Service or Engineering Award Nominations? Contact Steve Pittman or Rory Johnson.
 - Mark Z- We have 2 identified candidates for 2018.
 - Mark Z- Reminded us that once you accept one of these awards, you are ineligible for the other.

F. Review of Papers:

- Discussed Appendix A- Key milestone dates for paper submissions
- Discussed poor showing of DCS papers at 2017 conference- Per this meeting, it appears we will do much better in 2018.
- Mark Zawadzki recommended that authors read the entire IEEE authors guide. Access to this document does not require a password.
- Paper count is:

| Level | 2018 | 2019 |
|----------|------|------|
| A | 2 | 0 |
| B | 4 | 3 |
| C | 2 | 1 |
| D | 0 | 1 |
| E | 0 | 5 |
| Tutorial | 1 | 1 |
| Panel | 0 | 1 |

G. Adjourn

Motion to adjourn – was seconded



(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.

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.

**MILESTONE DATES FOR TECHNICAL PAPER SUBMISSIONS
FOR THE ANNUAL IEEE PULP, PAPER & FOREST INDUSTRIES
CONFERENCE**

JUNE 17-22, 2018 APPLETON, WI

| Milestone Date | Milestone Action |
|-----------------------|---|
| June 20, 2017 | Annual Subcommittee Meetings: Subjects and Authors suggested by Paper Sponsors |
| September 8, 2017 | Program Chair: Issue Call for Papers to IAS distribution list |
| October 6, 2017 | Program Chair: Author’s Guide posted on conference web site |
| By October 13, 2017 | Mid-Year Interim Committee Meetings: Rough drafts available for reviewers |
| November 17, 2017 | Reviewers: Review of rough draft due |

| | |
|-----------------------|---|
| January 5, 2018 | Authors: Final draft to reviewers |
| February 2, 2018 | Reviewers: Review of final draft due |
| March 2, 2018 | Authors: Email Final Manuscript, to Technical Program Chair, formatted in compliance with the 2018 IEEE / IAS PPIC STYLE OF PAPERS AND PAPER FORMAT |
| March 16, 2018 | Program Chair: Creates and sends email invitations to authors via ScholarOne Manuscript System |
| April 1, 2018 | 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 8, 2018 | Program Chair: Download manuscripts PDF files from ScholarOne Manuscripts and send to printer and CD provider. |
| April 15, 2018 | Awards Committee Chair (TCPRC): Assigns reviewers in ScholarOne Manuscripts |
| April 22, 2018 | Program Chair: Acknowledgment and schedule provided for Authors |
| May 19, 2018 | Awards Committee Members: Review of all conference papers via ScholarOne Manuscripts due |
| April/May 2018 | Authors: At least one author <u>MUST</u> register for the conference |
| June 1, 2018 | 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 |
| June 17-22, 2018 | <u>Annual Conference</u> 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 20, 2018 | 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, 2018 | Program Chair: Verify that all papers were presented. CD's and any requested bound copies of record are sent to IEEE Headquarters |
| Approx. July 27, 2018 | Awards Committee Chair (TCPRC): Record decisions on all papers in ScholarOne Manuscripts |



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 B - Anti-Trust Policy

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.)



APPENDIX E – POWER DISTRIBUTION SUBCOMMITTEE

POWER DISTRIBUTION SYSTEM (PDS) SUBCOMMITTEE

INTERIM MEETING MINUTES

VIA CONFERENCE CALL / WEB-EX

Meeting Date: September 29, 2017

Meeting Start: 11:00 am eastern

Meeting Adjourn: 12:00 pm

Chairman: Craig Wester

Vice Chair: Marcelo Valdes

Recorded by: Cristiano Paiva

Secretary: Cristiano Paiva

Total Membership: 30

Members Present: 12

1. Carl Bare
2. Christopher Burnette
3. Pete Famighetti
4. Emily Held
5. Todd Legette
6. John Levine
7. Cristiano Paiva
8. Jim Phillips
9. Billy Sanders
10. Walter Simpson
11. Terrence Smith
12. Craig Wester

Members Excused: 10

1. Larry Farr
2. Richard Field
3. Philip Kimbrell
4. Warren Henson
5. Allan Morse
6. Rich Schaefer
7. Glenn Smith
8. Marcelo Valdes
9. Bill Vilcheck
10. Stan Zakharin

Members Unexcused: 8

1. Jay Das
2. Jeff Hill



3. Abhay Kumar
4. Anthony Locker
5. Stan Merritt
6. Howard Moudy
7. Alex Wu
8. Jim Zayecek

Guest Present: 5

1. Lewis Dodd
2. Paul Smith
3. Eduardo Iglesias
4. Richard Turner
5. Sergio Panetta

New PDS Member Forms Received: 0

Members Transferred: 0

Resignations: 0

Meritorious Award Nominees: None

Members Removed from PDS Committee with More than 3 Un-Excused Attendance: 4

Monte Artz, Bruce Graves, Anthony Locker, Jordon McCrory

2018 Paper Graders: Emily Held, Allan Morse and Dale Boyd

Subcommittee Meeting Minutes:

Craig Wester (Chairman) welcomed all to the PDS Subcommittee annual meeting. Attendance was taken. IEEE anti-trust policy was reviewed at beginning of meeting. A web-ex and conference call was hosted.

The list of proposed papers was reviewed and updated with changes. New paper topics were discussed. Paper grading and paper milestones were 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.

Two papers were moved to the 2019 conference: Lessons Learned from Electrical Upgrade at Century Old Paper Mill and The History of 40hz Power at Great Northern Paper Company in Millinocket, Maine.

Paper length was discussed and Todd Legette advised to keep paper to 10 pages.

The list submitted to the General Committee was:

- 4 A Papers
- 7 B Paper



0 C Papers
0 D Papers
0 E Papers
11 Total Papers

1 Panel Discussions (1 hour)
0 Tutorials (4 hours)

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

Refer to website for more author & conference details:

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

Future conferences will be:

2020 - Jacksonville, FL

Please contact the writer with any comments or corrections.



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

INTERIM MEETING
SEPTEMBER 12, 2017 – CONFERENCE CALL

MINUTES

Recorded by: Nehad El-Sherif, TSSC Subcommittee Chair

Members Present: John Malinowski
John Kay
Nehad El-Sherif

Total: 3

Members deleted from Roster:

Total: 0

Members with an excused Absence:

Total: 0

Members with an unexcused Absence:

Daleep Mohla
Jim White
Larry Thomas
Dennis Neitzel

Total: 4

Guests:

Total: 0

Introductions

The meeting was called to order by Nehad El-Sherif at 9:10am 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;
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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:

- Secretary for TSSC

2. Important dates:

Interim meeting via Internet:

- PPIC Executive Committee Meeting – Conference call on October 5, 2017
- PPIC General Committee Meeting – Conference call on October 12, 2017

Future PPIC Conferences dates and locations

- 2018 PPIC Conference will be in Appleton, WI June 17 – 21, 2018
- 2019 PPIC Conference will be in Jacksonville, FL
- 2020 PPIC Conference will be in TBD

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

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 John Malinowski. 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://sites.ieee.org/ias-pulpandpapercommittee/author-resources/>.

- 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:

| 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 | |
| | 1 | | | | Training Requirements for Qualified and Unqualified Personnel | Dennis Neitzel | John Kay | Nehad El-Sherif | | | |
| | 1 | | | | Typical Power Circuit Breaker Maintenance Considerations | Dennis Neitzel | John Kay | Nehad El-Sherif | | | |
| | 1 | | | | Functional Safety in Forest Product Industries - Is Lockout Tagout The Only | John Kay | Nehad El-Sherif | D. Ray Crow | Rachel Bugaris | Larry Thomas | |
| | | 1 | | | Electrical Condition Monitoring & Electrical Safety Standards | Tim Rohrer | Nehad El-Sherif | Nehad El-Sherif | | | |
| | | | | | Communication Protocol | John Kay | | | | | |
| | | | | | IEC 61800-3 Power Drive Systems | | | | | | John Malinowski suggest the topic |
| 0 | 3 | 1 | 0 | 0 | | | | | | | |

Tutorials:

| | | | | | Tutorial Title | | |
|---|---|---|---|---|-----------------------|--------------------------------|-----------------|
| | 1 | | | | 2018 NFPA 70E Changes | Dennis Neitzel or Ray & Daleep | Nehad El-Sherif |
| 0 | 1 | 0 | 0 | 0 | | | |

Panels:

| | | | | | Panel Title | | | | | |
|---|---|---|---|---|---|--|-----------------|--|--|--|
| | | | 1 | | Safety Q&A | Jim White | Nehad El-Sherif | | | Ray nominated Jim to do what he did in Powertest |
| | | | 1 | | Standards - Why You Should be Involved? | Daleep Mahla, John Kay, Dennis Neitzel | Nehad El-Sherif | | | |
| 0 | 0 | 0 | 2 | 0 | | | | | | |

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
 - 1st draft is ready to go out
 - Mark Zawadzki is involved in the standard
 - A new subcommittee to be formed at PCIC for IEEE 841.1 Std for IEC sever duty motors
 - The concept of NEMA and IEC motors is similar but there are electrical and mechanical differences. Therefore, harmonization of IEEE 841 and IEEE 841.1 is not possible
- Active shooter scenario – John Malinowski
 - This is a topic that was discussed in last year's interim meeting
 - We don't have the right audience and this is a policy that needs to be decided by each company
- IEC 61800-9 Power Drive Systems – John Malinowski
 - An IEC standard that is used by DOE
 - IEC 61800-9-1 extended product standard that includes everything from the power inverters to connectors
 - IEC 61800-9-2 includes motor and drives
 - Bill Finley from Siemens is the expert and he already wrote papers on the topic. John Kay will reach out to Bill and to support one of his junior engineers to write a paper for our conference
 - IEC 61800-5 is a safety standard for drives. John Kay to check with the dive experts to find an expert in this standard

Adjournment

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



Distribution of Minutes

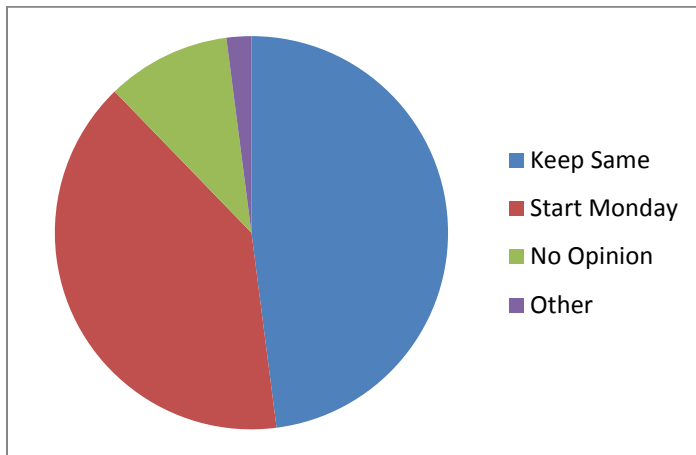


Subcommittee members and guests, Committee Secretary, Committee Membership Chair.

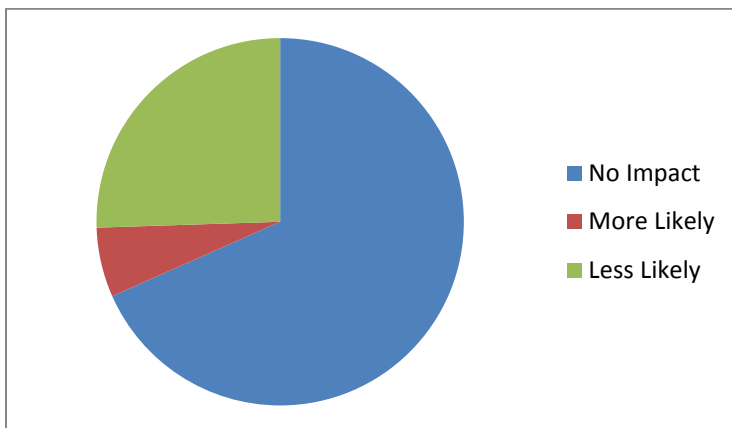
2017 IEEE PPFIC FUTURE CONFERENCE SURVEY

There were 98 responses. An e-mail link to the survey was sent to the PPFIC Registration Lists from the last 3 years. SurveyMonkey was used as the survey tool.

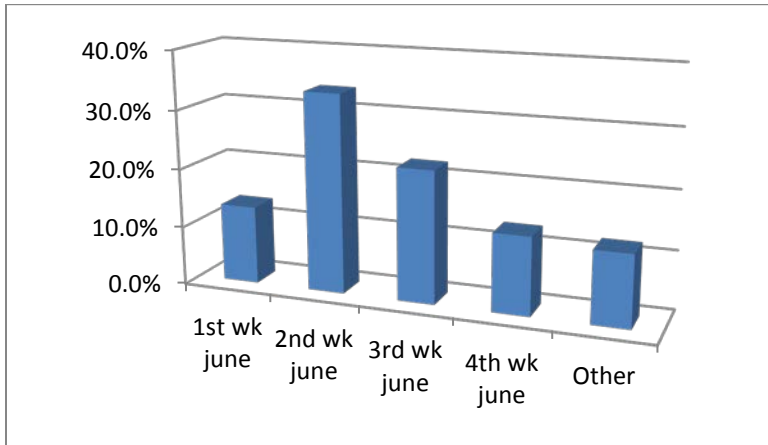
1. The Conference currently starts on Sunday Night, with the Technical Program Monday through Wednesday and Tutorials on Thursday. This schedule was arrived at in the past to minimize time away from work, but causes most people to travel on Saturday or Sunday. Going forward, my preference for the Conference Schedule would be:



2. Historically, this conference has been 3rd week of June (which conflicts with Father's Day most years) to allow most schools to be out and avoid the last full week before the 4th of July holiday. Having this conference the 3rd week of June will impact my attendance:

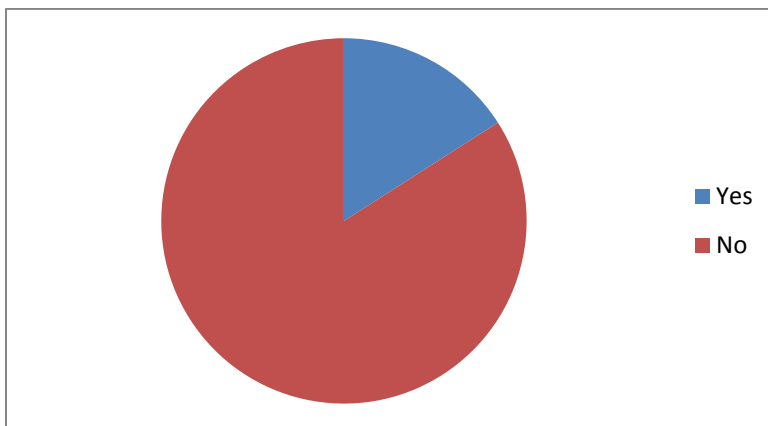


3. If we were to move the dates of the conference, my preference would be:

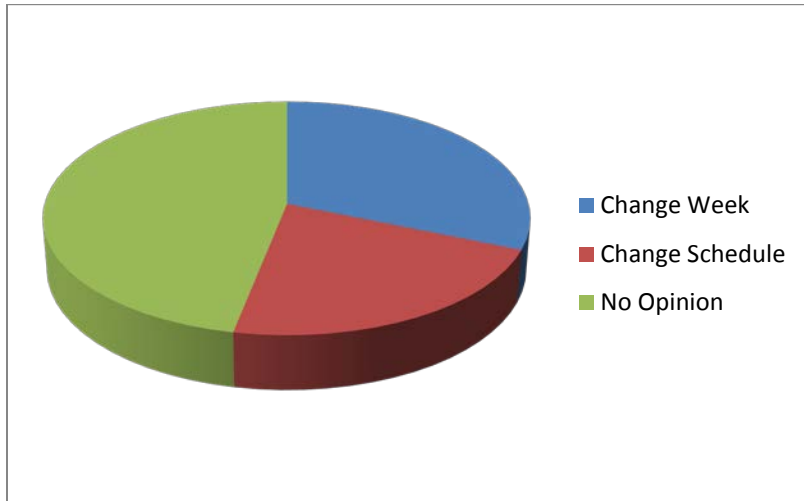


4. I am aware of other conferences that would have potential conflicts in June? List of other known June Conferences below was supplied by the survey respondents:

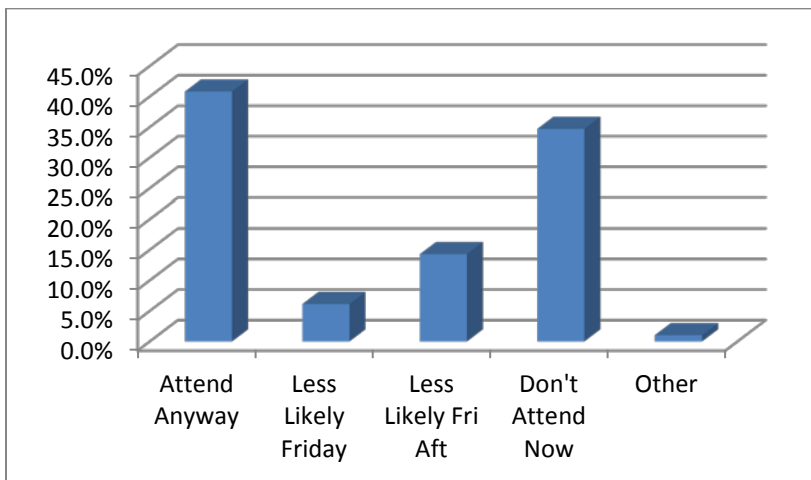
- Hydrovision,
- Electrical insulation conference
- Iris Rotating machine conference
- RSTechED - Rockwell Wonderware Customer Council
- EASA - Always last week of June - This is a major organization for similar/like industries
- Honeywell Users Group
- 2nd week of June - IEEE Electrical Insulation Conference.
- 3rd week of June - IEEE Transportation Electrification Conference.
- 4th week of June - EASA.
- The ASSE conference is generally the 2nd week of June, although it has been on the 1st wk as well as the 3rd wk.
- NFPA



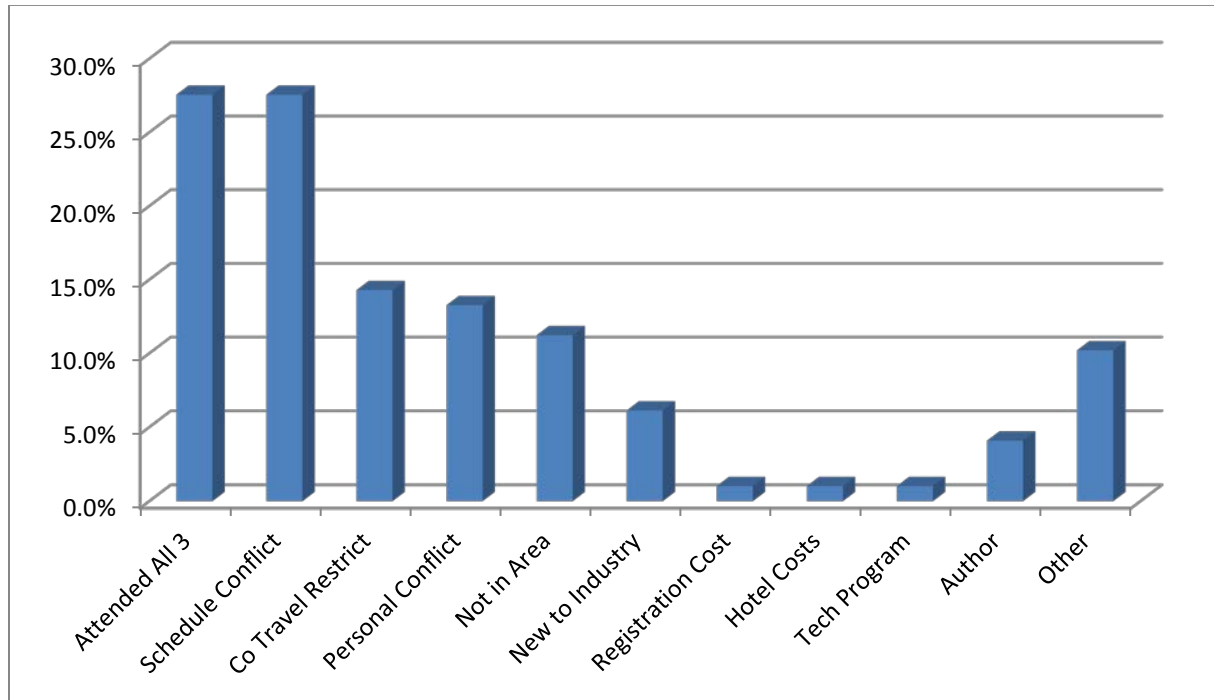
5. Given the choice between changing the conference dates or changing how the week is scheduled:



6. If Tutorials were held on Friday, my attendance:



7. Your attendance at the Conferences for the last 3 years (Check all that apply):



Comments:

- I am concerned that if we limit the tutorials to 1 day only on Friday, the attendance at the tutorials will suffer and longer tutorials like the TAPPI Drives Short Course will be so condensed that it misses the objective. All of the tutorials I have been to the last few years were already condensed to the point that there was not sufficient time to cover the material adequately.
- Conference timing and schedule has worked well for many years - in my opinion, leave it as is.
- The date of the conference does not really affect me. I do like to attend the tutorials and have occasionally skipped the last tutorial if it was not of a lot of interest to me. I think I would be more likely to skip that last tutorial on a Friday afternoon.