Subject: May 4, 2020 WebEx Meeting

Notes taken by: Mark Zawadzki

Call Attendees:

- Mark Zawadzki
- Daleep Mohla
- Nehad El-Sherif
- Greg Drewiske

<u>Discussion</u>

- PPIC Executive Committee voted at the June 2019 meeting to change the TSSC (Training, Standards, Safety & Codes) Subcommittee name to S&T (Safety and Training) Subcommittee and to form a new Standards Subcommittee. Unfortunately, we do not have meeting notes of that meeting. If we cannot locate the meeting notes, then we need to vote again at the 2020 June PPIC Executive Committee meeting.

    Responsibility – *Todd Legette* - - in progress

- Chris Heron agreed that due to work commitments, it would be better if Greg Drewiske were chair of the PPIC Standards Committee. Greg agreed to accept the role. PPIC Operating Guide states; "Subcommittee chairs shall be appointed by the Chair with the approval of the Executive Subcommittee." Therefore, Todd Legette needs to appoint Greg to the role with voting of the Executive Committee.

    Responsibility – Todd Legette - - Completed

- The operating guide needs to be updated to reflect the addition of the Standards Subcommittee and TSSC name change to S&T. Mark Zawadzki will take responsibility to work with Greg to get this accomplished. Mark will send updated operating guide to Greg.

    Responsibility – *Mark Zawadzki* - - in progress

- New make-up of PPIC Standards Subcommittee leadership team:
    - Greg Grewiske – Chair
    - Daleep Mohla – Vice-Chair
    - Nehad El-Sherif – Secretary

- Current PPIC Standard Study Group leadership team:
    - Mark Zawadzki – Chair
    - Open – Vice-Chair

- o Open – Secretary

Mark Zawadzki to contact John Malinowski to see if he would fill the secretary role.

Responsibility – *Mark Zawadzki* - - in progress

- Discussion on what we should accomplish in June 2020 during the PPIC meetings:
  - o We should be soliciting PPIC members for participation on the study group – already have a healthy list of volunteers. Needs to be incorporated into meeting agendas. - - *Todd*
  - o We should have a 30-minute call the week of June 22 to provide update on status of the Standards Committee and Study Group. Led by Greg Drewiske. Recommend to have the call right after the PPIC Full Committee Meeting on Thursday, June 25, 2020. - - *Todd*
  - o Will plan to kick off a virtual Study Group target January 1, 2021. That will get us 6 months of prep work with the study group prior to the face-to-face meeting in Niagara Falls in June of 2021. - - *Mark*
  - o Daleep has acquired $2500 of funding from ISA for us to spend on the meeting in Niagara Falls. Daleep to check of this will still be available in 2021 versus original 2020. - - *Daleep*
  - o Target will be to submit a PAR in March of 2021 in order to have a valid PAR in time for the June 2021 meeting. *Daleep/Greg*

- Daleep put together the following PPIC Standards Subcommittee Scope Draft (I tweaked some grammar). Please review and submit comments – I recommend that we use this as the official version going forward subject to review:

The scope of the Pulp and Paper Industry Committee (PPIC) includes all matters within the scope of the Industry Applications Society (IAS) relating to the technology of all aspects of design, operation and maintenance of Pulp, Paper and Forest Industries. The scope also includes matters related to the codes and standards governing such applications.

The PPIC Standards Subcommittee is responsible for the development and coordination of the standards projects and the maintenance of the standards after approval by the IEEE-SA Standards Board for standards within the scope of PPIC.