



MINUTES

*The Northern California Section of the
Instrumentation, Systems, and Automation Society*

Meeting: **ISA NORCAL BOARD, Sept 14, 2005 MEETING**
Time: 12:00 noon to 1:30 pm
Place: ACS, 3065 Richmond Parkway, Ste 106, Richmond

Meeting Chair: Brad Rupert

Meeting Attendees: :

1. Brad Rupert – President, Golf Chair, R&B Guide Chair
2. Deborah Johnson – Secretary
3. Terry Molloy – Treasurer & Past ISA District 11 VP
4. Jason Hurley – Membership Chair
5. Craig Johnson -- Guest

Not Present:

1. Robert Webb – Alternate Delegate
2. Herb Roedel -- Program Chair
3. Glen Garfein – Web Master
4. Robbie Jackson – Education Chair

Vacant Positions:

1. Vice President
2. Marketing Chair
3. Exhibit Chair
4. Honors & Awards
5. Historian
6. Student Section Liaison
7. Standards & Practices Liaison

Distribution: ISA NORCAL Board

ISA NORCAL MEETING AGENDA AND MINUTES SEPT 14, 2005

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|---|-------------|-----------------|
| 1. Meeting Call to Order | Brad | 12:30 pm |
| 2. Introduction of Members and Guests | Brad | 12:32 pm |
| 3. Agenda Additions and/or Corrections | Brad | 12:35 pm |

4. ISA Norcal Monthly Events 2005/2006

Brad 12:40 pm

The monthly events are currently a "work in progress". The following events are planned and were decided upon at the second planning meeting:

September:

Golf Tournament; Thursday, September 15th
Brad Rupert is the Golf Tournament Chair

October:

½ Day Seminar: Engineering Applications for Microsoft EXCEL
Sat. 10/15 (POC: Bob H.) - We need the name of the Teacher
Note: Bob has contacted the person who will teach this class and the schedule appears good.

November:

Marine Diesel Plant Power Simulation; Th. 11/17
(POC: Robbie Jackson)

January:

Tinsley Optics Lab Tour; Thursday, January 20, 2006
(POC Brad R.)

February:

Genentech Tour; Thursday, February 16, 2006
(POC: Jim Craib/Brad R.)

March:

Stafford Lake Water Plant Tour; Thursday, March 16, 2006
Mike McMaster 415-892-1418 x8660 -

Monterrey Bay Aquarium Tour; Sat. 3/25
(POC: Joe Malther/Brad R.)

½ Day Seminar: On/Off / PID Control Loop Tuning and Analysis; Sat. 3/11 - (POC: Bob H.)

April:

Conoco-Phillips Tour; Th. 4/21
(POC: John Daly)

Full Day Seminar: PLC Fundamentals
Sat. 4/15 - (POC: Bob H./Robbie J.)

May:

Vendor Night/Technical Presentation; Th. 5/18
(POC: Brad R./Bob H.)

June:

16th ISA POWID/EPRI Controls & Instrumentation Conference: **Safety, Security, and Reliability - Cost**
Effective Implementation Through Integrated Systems and Program Management – June 4-9, 2006 -
San Jose DoubleTree

NORCAL Board Meetings

Board meetings are scheduled on the 1st Thursday of each month. Meetings will be held in Rm. TEC 145 of the Engineering Tech. Building at CMA. Those dates are:
9/13, 10/7, 11/3, 12/8, 1/10, 2/14, 3/14, 4/11, 5/9 (This is subject to revision.)

Additional Training Courses –

Fluid Flow; The Basics
Fluid Flow – Beyond the Basics
Control Valves
Level Measurement
Flow Measurement

NorCal TECH 2007

Event Chair

Pick the Dates

Technical Session Tracks & Session Developers – Just some ideas!

- Wireless – Craig Johnson (committed)
- Energy Conservation / Efficiency –
- Process Instrumentation
- Smart Controllers
- ??

Training Sessions

- PLC
- Diesel Engine Simulator
- Boiler Simulator
- Control Valves

5. Financials

Terry 12:50 pm

Transmitter Update

- There is a need to increase the dollar amount charged for advertising in order to keep the Transmitter as a revenue generator
- The Board will facilitate members to write short papers for the Transmitter. Technical content is needed.
- Articles could be co-written by vendors and end-users and is encouraged.

6. Brain Storming for new ideas for better participation

Brad – All 1:10 pm

NorCAL ISA membership needs to be increased. Possible ideas:

- More emphasis needs to be placed on calling people and encouraging them to attend NorCal ISA events
- Need to increase end-user participation by soliciting the involvement of upper management
- Upper management needs to know why they should support employee participation. Ideas include:
 - a) Develop a list of the training/activities we have provided in the past as well as a training planned for the coming year.
 - b) Develop a short survey for managers and mid-level managers in order to assess training needs.
 - c) Target manager networking at vendor night. The format of holding training classes in the late afternoon followed by hors de oeuvres and a small vendor table-top venue seemed to be well received. The Maritime Academy was a good location.

NorCal ISA Board membership needs to be strengthened. We need individuals willing to do the job, particularly for the committee work.

7. Adjourn

Brad 1:30 pm

Next Meeting: Thursday, October 6th

Location: Clipper Controls

330 Townsend St., Ste 107

San Francisco, CA (for directions, go to www.clippercontrols.com)

Time: 5:30pm to 7pm