



ISA–The Instrumentation, Systems, and Automation Society

ISA Orange County Section Annual Planning Meeting February 4, 2006

Next Board Meeting March 8, 2006

Attendees: Raj Adani, Christine Dorgan, Bob Harrison, John Querido, Don Zee
Absent: Bis Mitra, John Prince, Sarah Sheldon, Tim Ton
Guest: Joe Bingham, Hiten Dalal

1. Open Meeting and Review Agenda – John Querido

- a. Program Speaker Expenses and Automation West were added to the agenda.

2. Meeting Minutes Approval – Bob Harrison

- a. **Motion:** Don Zee moved, 2nd by Raj Adani, to accept the November Meeting Minutes as amended. Passed.

3. Treasurer’s Report – Tom Ton

- a. The budget needs to be updated in the Chart.

4. Holiday Party Financial Report – Sarah Sheldon

- a. A small surplus was generated even though expenses exceeded budget.
- b. **AI:** Sarah will submit a report.

5. Programs – Sarah Sheldon / Christine Dorgan

- a. The program schedule through June 2006 is:

Topic	Speaker	Date	Location
Disneyland Tour	Christine Dorgan	02/08/06	Disneyland
ioSelect	Rob Henley	03/08/06	J T Schmids
CAP	John Querido	04/11/06	J T Schmids
AES Power Plant Tour	Eric Prendergast	06/14/06	AES Plant, Huntington Beach

- b. Disney tour fully booked, terrific response.
- c. AES tour may have two units off-line for the June tour.

6. Program Speaker Expenses – John Querido

- a. Robert A. Katin, President of California Legislative Council of Professional Engineers (CLCPE), incurred expenses for his January meeting speaking engagement.
- b. It has long been the ISA Orange County Section policy not to reimburse speaker expenses.
- c. **Motion:** Bob Harrison moved, 2nd by Don Zee, to contribute \$200 to the CLCPE. Passed. (This would not be considered a reimbursement for speaking expenses).

7. Education – John Gong

- a. The PAC & Ethernet Communications seminar presented on Saturday, January 28, 2006 was very successful. Topic and speakers were excellent and a capacity crowd attended
- b. John is proposing a tentative date in late May for the next Education Seminar with the following possible topics:
 - Water Treatment Application
 - Alarm Management
 - RFID – Radio Frequency Identification

8. Automation West – Joe Bingham

- a. Joe reports that all Automation West activities are going well at RTP.
- b. There is less technical papers than anticipated and some tracks will be combined or eliminated.
- c. Of a planned 10,000 ft² of exhibit space, 4,000 ft² has been sold.
- d. There will be an entertainment event the first night, swing or jazz band, as an effort to get people to stay and attend the second day.
- e. Plan to use university students as class monitors, but may need additional people.

9. Society Delegate – Christine Dorgan

- d. No Activity.

10. Membership – Bis Mitra / Don Zee

- a. Two (2) new members and two (2) more from the Education Seminar.
- b. Overall we are down five (5) members on the latest monthly report.
- c. Bis and Don are sending a letter to past members pointing out advantages of renewing their memberships. This has been successful with other sections.
- d. Christine will supply names for Disney tour registrants.
- e. Joe Bingham reported that the District is offering a \$1,000 incentive to the section with the largest membership gain during 2006.

11. Vendor Meeting Sponsors – Bis Mitra

- a. Bis will reschedule February vendors since the tour is taking place.

12. Arrangements – Sarah Sheldon

- a. The current meeting location is working well.

13. Honors & Awards – Sarah Sheldon

- a. Bob Harrison reported that the nomination for Bob Moore is complete and evaluators are responding with enthusiasm.
- b. The H&R nominations for Earl Montgomery and Bob Harrison are being completed.

14. Board Member Recruitment / Nominating Committee – Sarah Sheldon / Raj Adani

- a. Hiten Dalal volunteered to work on the Board and gave some background information – he was gladly accepted.
- b. Raj reviewed the elected board positions.
- c. Earl Montgomery is recruiting a past board member for the president position.
- d. **AI:** Joe Bingham has board candidates which he will present to Raj Adani.

15. Student Section – Bob Harrison

- a. **AI:** Raj Adani will contact a past Cal State ISA Section President to be the Student Liaison.
- b. Joe Bingham noted that if the Cal State Fullerton does not become active within six months, he will pull its charter.

16. Web Page – Bob Harrison

- a. Bob has had contact from ISA members regarding the website that it is easy to navigate and contains timely information.
- b. Any information that is received will normally be on the website within one day.

17. District Vice President – Joe Bingham

- a. A number of Joe's comments are contained under previous headings.
- b. Joe is offering his help to improve the section.

18. Historian – John Querido

- a. Updated ISA Orange County Section history has been received by Bob, converted to a .pdf file and placed on the website.

19. Adjourn – John Querido

Respectfully submitted,
Bob Harrison