



**ISA—The Instrumentation, Systems,
and Automation Society**

**ISA Orange County Section
Meeting Minutes
July 12, 2006**

Not Approved

Attendees: Bob Harrison, John Querido, Hiten Dalal, Sebastian Zielonka, Craig Lanternier, Gautam Parikh, Jesus Moncayo.

Key items covered/voted upon during the planning meeting:

1. Bob Harrison to upload reviewed & approved meeting notes to the ISA-OC website. Jesus to forward to Bob upon completion.
2. Speaker for the month of August to be booked by Craig Lanternier.
3. Need to find a meeting facility for August. Preferred location is the city of Irvine. Fluor's office at University Research Park (URP) facility is a possibility. Craig to confirm availability.
4. Hiten to send Craig schedule for future speakers. Hiten's plan is to schedule speakers in advance for the entire year. Will review at next board meeting.
5. Jesus to confirm if Coffin World Water Systems facility could be available for a future ISA meeting with factory tour. Approximate maximum capacity to be 25 attendees.
6. Craig Lanternier to investigate the possibility of acquiring a wireless audio system for speakers. May not be required if URP has P.A. system.
7. Reviewed ISA Section Leaders Report Form. Will add Raj Adani for the Nominations Chair position and forward to Dalton Wilson & Bob Harrison.
8. Reviewed Action Items List from Planning Meeting.
9. Gautam to hand over bag of documents for Bob to review & organize as part of the FY2006 audit.
10. New board members to try to attend the August DLC meeting. Meeting is located in Irvine, so no expenses other than fee are expected. Registration fee of \$50.00 will be covered by the ISA OC section.
11. Need to procure acknowledge certificates, pointers and frames for future speakers.
12. John to provide example of the Annual Report due in June 2007 for review.