Hello to all of our ISA Power Industry Division (POWID) Membership. The preparation of this Director’s Message for our POWID summer newsletter takes place about one month after the ISA 2003 President’s Spring Meeting held at the Park Vista Hotel in Memphis, Tenn., and about one month before our ISA POWID/EPRI Joint Conference scheduled for 16-20 June 2003 in Williamsburg, Va. By the time you receive this edition of the newsletter, our Joint Instrumentation and Controls Conference in Williamsburg will be behind us, and we will be looking ahead to ISA EXPO 2003 in Houston, Texas.

Many POWID Members were able to attend the ISA 2003 President’s Spring Meeting in Memphis, 12–16 April 2003, and participate in some of the ISA Leadership and Training sessions that were conducted over the course of the weekend. On Monday afternoon, 14 April, we had our POWID Executive Committee meeting and, prior to that in the morning, we had our POWID Long Range Planning Committee meeting. We were very fortunate to have Jim Pearson, the ISA Executive Director, take some time out of his busy schedule to attend our Long Range Planning Committee meeting. Jim gave us some very candid dialog and a big picture perspective as to the challenges currently facing ISA and the changes that ISA is having to make to meet those challenges. The biggest challenges are currently financial ones as ISA's revenue from exhibit space rentals is about half of what it was just a few short years ago. ISA membership has also declined over the same period. As a result of these financial impacts, ISA is having to make changes with how it provides support services to its Divisions.

The immediate impact to POWID will mainly be in two areas. The first area is the cost of the ISA staff support services we receive to assist us in the planning and logistics of our annual conference/symposia. ISA in the past has subsidized the cost of these support services rendered. In the future the full cost of those services and a part of the ISA overheads will have to be borne by POWID. There will be a transitional period of about two to three years where ISA will absorb the projected losses and POWID will be able to keep the majority of any funds where we are able to outperform (lesser) the budgeted net losses. Jim also advised us that the Divisions will have the option to look elsewhere for conference support services. POWID has long used any profits received from our annual conferences/symposia to fund the Division’s activities to support and improve upon providing membership services.

Our other significant source of funds comes from the additional cost assessed our membership to be a Member of POWID, which is currently $7 with an ISA annual membership registration.

The second impact to our Division is in the cost of publishing our newsletter. ISA has also, in the past, subsidized the cost of printing and publishing the newsletter, although the cost of printing and mailing the newsletter was generally our largest annual expense, even with the subsidy received from ISA. POWID has traditionally published two to three newsletters a year and we have issued the newsletters in a hard copy format and mailed these directly to your business or home address. Similar to the annual conferences, POWID will have to bear the full cost of ISA staff services to publish, print, and mail our newsletter. The CD on which you have received this summer newsletter is our one edition transition to this new system. To allow the Divisions some time to make the transition to the elimination of the ISA subsidy, ISA has produced this one-time CD that will contain the newsletters of all the Divisions of ISA’s Automation and Technology and Industries and Sciences Departments, at no cost to the
Divisions. But I need to emphasize that the CD you have received containing all the Division newsletters is a one-time occurrence. Each Division has the option to select how it will create, publish, print, and distribute its future newsletters. On that theme, our Spring 2003 newsletter contained a survey seeking your preferences to how our future newsletters should be formatted and distributed. We plan to use the feedback received from that survey to help guide us in selecting the most effective newsletter options for POWID when we meet in Williamsburg in June.

One thing is for certain, as a Division, we cannot continue to do business as we have done in the past with respect to how we obtain the support services for our annual conference/symposia and the support services we receive to prepare and publish our newsletters. These issues will be discussed at our POWID Executive Committee meeting and POWID Long Range Planning Committee meeting scheduled for Sunday, 15 June 2003, in Williamsburg, prior to the start of our Joint Conference with EPRI. I will give you an update to the decisions made in those meetings in our next POWID newsletter and we also will have the minutes for those meetings included within the newsletter.

On another subject, I want to express my appreciation, as the POWID Director, to Dale Evely, Dan Lee, Ray Torok, and Matricia Smith for their tireless efforts in putting together an excellent Conference for us in Williamsburg. Dale served as the General Chair, Dan as the ISA Program Chair, Ray as the EPRI Program Chair, and Matricia as the ISA Conference Site Support Coordinator. We have a very strong technical program that was put together by Dan Lee and Ray Torok for the Conference and I hope you were able to have participated with us and attended the keynote address, the technical paper sessions, the POWID Honors and Awards Program, the training programs, the fossil and nuclear standards committee meetings, and the vendor tabletop product displays. This was also an opportunity to renew old friendships and acquaintances and make new ones with individuals in the Power Industry with whom we share mutual interests and experiences.

Looking ahead, I also want to encourage all of our membership to attend ISA EXPO 2003 scheduled for 21–23 October 2003, in Houston, Texas. ISA has returned to the traditional format where Divisions are again responsible for programming at the Conference. Our ISA Power Industry Division Program Coordinator is Don Christopher, who works and lives in the Houston metropolitan area. Don has put together a very sound technical program that will include three paper sessions, with Danny Crow, Roger Hull, and Don Christopher serving as the Session Developers. We also plan on having our POWID Executive Committee and Standards Committee meetings during this Conference and Exhibit. Included within this newsletter is more descriptive information on the sessions, and the paper titles and authors. We are also looking for POWID volunteers to assist ISA with the Student Competition Event to be held during this Conference and Exhibit.

Looking farther ahead, the 2004 ISA Power Industry Division /EPRI Joint Conference is scheduled for 6-10 June 2004, at the Doubletree Hotel in Colorado Springs, Colo. Denny Younie is our Conference General Chair and Cyrus Taft is serving as our ISA and EPRI Program Chair. We want you to mark your calendar in advance to attend this conference and we encourage you to consider serving as a Session Developer or as an author/presenter of a technical paper. A call for papers for this conference is included within this newsletter. The best way for you to get the most from your membership in the Power Industry Division of ISA is for you to participate, so please consider serving as a Session Developer or as a paper author/presenter. Just contact Cyrus Taft or Denny Younie at the number or e-mail address listed within the call for papers and let them know that you want to participate. We are also encouraging our Power Industry vendors to contact Denny or Cyrus to reserve space in a tabletop product display or to participate as a Conference Alliance Partner.

The Power Industry Division is also sponsoring/coordinating a Technical Program at ISA EXPO 2004 scheduled for 5-7 October 2004, also in Houston, Texas. Danny Crow, also a resident of Texas, is our POWID Conference Program Coordinator and Danny is looking for Session Developers and technical paper authors/presenters for the Conference and Exhibit, and may also include a panel session in the program. Please reference the Call for Papers within this newsletter that has Danny’s telephone number and e-mail address. Please consider volunteering and contributing to this technical program by giving Danny a call or sending him an e-mail message.

I also want to take this opportunity to inform you of our 2003 ISA Power Industry Division Award recipients. Frank Ryan is our 2003 ISA Power Industry Division Achievement Award recipient and Dan Lee is our Power Industry Division Outstanding Service Award recipient. Congratulations go out to Frank and Dan. Also, the Elrama Power Generating Facility of Reliant Energy is our 2003 recipient of the POWID Facility Award. These truly deserving individuals and the generating facility are to be formally recognized in our Honors and Awards Program held during our 2003 Joint Conference in Williamsburg, Va. We are also including in this summer edition of the POWID newsletter, the best papers from our ISA POWID/EPRI 2002 Joint Conference held in San Diego in early June 2002.

Within this newsletter are the minutes from the ISA SP77 Fossil Power Plant Standards Committee meetings held in Chicago in October of 2002 during ISA EXPO 2002 and in Memphis in April of 2003 during the ISA President’s Spring Meeting. Currently we are looking for volunteers to sit on our Fossil Power Plant Simulator Functional Requirements Subcommittee and our Fossil Power Plant Instrumentation Piping Standards Subcommittee, as both standards are up for reaffirmation. Please refer to the minutes of our previous two SP77 Fossil Power Plant Standards Committee meetings for details on these and other SP77 Subcommittee activities. Dan Lee and I are the SP77 Standards Committee Co-Chairs, so contact Dan or me for information. POWID also is a sponsor of SP67 Nuclear Power Plant Standards and Bill Sotos is the SP67 Nuclear Power Plant Standards Chair. Loanna
Overcash is our SP67 and SP77 ISA Staff Support Coordinator/Administrator and can provide you with information on these standard committees. Loanna can be reached at her ISA e-mail address which is lovercash@isa.org. There are also ISA Web sites for SP67 and SP77 Committees that Loanna oversees.

As usual for me I have said too much, but there are a few other bits of information I want to leave with you. Our 2005 POWID/EPRI Joint Conference is to be held in Nashville, Tenn., in June/July of 2005, and our 2006 POWID/EPRI Joint Conference is to be held in Las Vegas, Nev., also in the June/July time period. As a Division we were able to donate $40,000 to the ISA Division Scholarship Endowment Fund during the 2002 calendar year which was matched by an equal amount by ISA. Our plan is to use the earnings from this ISA Division Scholarship Endowment Fund balance to underwrite future scholarships that POWID sponsors, without having to be concerned with the POWID balance sheet bottom line. We also encourage you to visit our POWID Web site at www.isa.org/~powid for information regarding our Division and our annual Conferences and the ISA Web site at www.isa.org for a vast amount of information about ISA with links to the POWID Web site and future ISA Conferences and Exhibits. We have also included in this summer edition of the POWID newsletter a description by Tom Stevenson, our Professional Development Chair, of the PDH (professional development hours) certificates we issue at our POWID summer conferences and fall ISA EXPO to reflect your attendance at our technical sessions and our ISA sponsored training programs. These certificates can be used as proof of attendance for continuing education credits required in many states to maintain professional engineering registration.

If you have any questions, comments, or ideas that will help your ISA Power Industry Division better serve you, please contact me or any of the POWID Executive Committee Members whose telephone numbers and e-mail addresses are issued within this newsletter. I look forward to seeing you at ISA EXPO 2003 in Houston in October.

---

### 2003 POWID Awards

We extend our appreciation and congratulations to the following recipients awarded for their contribution to our industry during the 46th Annual POWID Symposium/13th Joint EPRI-ISA Conference in Williamsburg, VA:

**2003 General Chairman** ................................................... Dale P. Evely
2003 Program Chairman................................................... Daniel Lee
2003 EPRI Program Chairman............................................. Ray Torok

**Technical Paper Awards**

PLC Based Control Systems for Turbogas Units ..................... Salvador Delara-Jayme
Marino Sanchez-Parra
Luis Castelo Cuevas

Beta Gauge Particulate Monitoring...................................... John L. Arnold

On-Line Monitoring at Nuclear Power Plants ...................... Eddie Davis
Dr. Ramesh Shankar
Randell Bickford
Pat Colgen
Karl Nesmith
Richard Rusaw

2003 POWID Facility Award ............................................. Reliant Energy
Elrama Power Plant

2003 POWID Service Award ............................................. Daniel Lee

2003 POWID Achievement Award ...................................... Frank P. Ryan

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### Future ISA/POWID International Conferences

**ISA Power Industry Division**

Colorado
Spring, CO.........6–10 June 2004; DoubleTree Hotel

Nashville, TN .........................2005

Las Vegas, NV .........................2006

**ISA EXPOs**

**ISA EXPO 2003**
Houston, TX
21–23 October 2003
(see POWID Program later in newsletter)

**ISA EXPO 2004**
Houston, TX
5–7 October 2004
### ISA EXPO 2003 POWID Program

#### Session 1 — Danny Crow

<table>
<thead>
<tr>
<th>NO</th>
<th>ISA Designation</th>
<th>Author</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ISA03-P063</td>
<td>Chris Long</td>
<td>Practical Experience in Measuring Ammonia Slip Using Tunable Diode Laser</td>
</tr>
<tr>
<td>2</td>
<td>ISA03-P170</td>
<td>Larry Day</td>
<td>NOx Control Techniques</td>
</tr>
<tr>
<td>3</td>
<td>ISA03-P101</td>
<td>Xu Cheng</td>
<td>Corporate Wide Load Dispatch Optimization with Pollution Reduction Constraint Based on Simulation Model</td>
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</table>

#### Session 2 — Roger Hull

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<tbody>
<tr>
<td>1</td>
<td>ISA03-P083</td>
<td>Kevin Maki</td>
<td>Burner Management Flame Detection Requirements, Exceptions and Advances</td>
</tr>
<tr>
<td>2</td>
<td>ISA03-P009</td>
<td>Rebecca Dinan</td>
<td>Residential Electric Load Modeling for Intelligent Control of Fuel Cell Systems</td>
</tr>
<tr>
<td>3</td>
<td>ISA03-P124</td>
<td>Maria Hernandez</td>
<td>Modeling and Dynamic Simulation of a Fuel Handling System for a Steam Generator</td>
</tr>
<tr>
<td>4</td>
<td>ISA03-P123</td>
<td>Kim Min</td>
<td>Software Quality Verification &amp; Validation for UCN 5&amp;6 in Korea</td>
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</table>

#### Session 3 — Don Christopher

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<th>NO</th>
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<th>Title</th>
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<tbody>
<tr>
<td>1</td>
<td>ISA03-P160</td>
<td>William Yee</td>
<td>Intelligent Sootblowing Project at Texas Genco, WA Parish Station</td>
</tr>
<tr>
<td>2</td>
<td>ISA03-P008</td>
<td>Humberto Mazzini</td>
<td>Tuning of the Modified Smith Predictor Controllers: Comparisons and Proposition</td>
</tr>
<tr>
<td>3</td>
<td>Pending</td>
<td>Don Labbe</td>
<td>Optimization of Power Plant Control Systems Using Model Based Controllers</td>
</tr>
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</table>

### Call for Papers and Session Developers

ISA EXPO 2004  
Automation + Control Conference, Training, and Exhibition  
5–7 October 2004  
Houston, Texas

The Power Industry Division (POWID) of ISA is planning to program several sessions at ISA EXPO 2004 in Houston. We are currently seeking both papers and Session Developers. The sessions programmed will cover topics relevant to the application of Instrumentation and Control System technology in the Power Generation Industry.

If you are interested in participating either as a Session Developer or as an Author, please contact:  
Danny C. Crow  
TXU Energy  
Building 605 Suite 138  
9000 West Jefferson  
Dallas, Texas 75211-9304  
Phone: (972) 343-3792  
Fax: (253) 390-8669  
E-mail: danny.crow@txu.com
**Call for Papers**

14th Annual Joint ISA POWID/EPRI Controls and Instrumentation Conference 47th Annual ISA POWID Symposium

The 14th Annual Joint ISA/POWID/EPRI Controls and Instrumentation Conference (also called the 47th Annual ISA POWID Symposium) will take place in Colorado Springs, CO, 6–10 June 2004. This Conference is the only conference dedicated to electric power industry control and instrumentation issues. We welcome your proposed paper on a range of control system, instrumentation, data management, I&C technologies, and power industry topics. We will review all submissions and publish accepted papers in the Conference Proceedings via CD.

**Papers will be selected from the following topic areas:**

<table>
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<tr>
<th>Power Plant Control Systems</th>
<th>Power Plant Instrumentation</th>
<th>I&amp;C Technologies</th>
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<tr>
<td>• Power plant control retrofit projects</td>
<td>• Process measurements</td>
<td>• Control theory</td>
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<td>• Boiler control systems</td>
<td>• Emissions monitoring</td>
<td>• Signal processing</td>
</tr>
<tr>
<td>• Turbine control systems</td>
<td>• Performance monitoring</td>
<td>• Simulation and modeling</td>
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<tr>
<td>• Emission control systems</td>
<td>• Calibration issues</td>
<td>• Expert systems</td>
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<td>• Balance of plant control systems</td>
<td>• Sensor validation techniques</td>
<td>• Neural networks</td>
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<td>• Control strategies</td>
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<td>• Fieldbus networks</td>
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<td>• Control tuning</td>
<td></td>
<td>• Wireless technologies</td>
</tr>
<tr>
<td>• Digital control systems</td>
<td></td>
<td>• Computer-aided design</td>
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<td>• Control room design</td>
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<td>• Control system security</td>
<td><strong>Data Management</strong></td>
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<td>• Advanced control design and implementation</td>
<td>• Data archive systems</td>
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<tr>
<td>• Optimization systems</td>
<td>• Control LAN and Plant LAN Interconnections</td>
<td></td>
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<tr>
<td>• Automation systems</td>
<td>• Data security</td>
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**Submission Guidelines:**

Intent to Present Application must be submitted electronically and in English by 5 December 2003. The application can be found on the [www.isa.org](http://www.isa.org) website.

- Indicate “2004 POWID Conference” on form.
- Must include a 200-word abstract.
- Papers accepted for publication will require copyright transfer to ISA.
- All conference attendees including authors are required to pay registration fees.

**Deadlines:**

- Abstracts Due: 5 December 2003
- Paper Review Drafts Due: 23 January 2004
- Final Papers Due: 2 April 2004

**Primary Contacts:**

- Denny Younie, General Chair, denny.younie@woodgroup.com
- Cyrus Taft, Program Chair, cwtaft@compuserve.com
- Matricia Smith, ISA Event Planner, msmith@isa.org
The purpose of documenting continuing professional competency credits is to allow professional engineers and certified technicians to document their efforts to maintain a continuing level of competency. Symposium registrants who sign an attendance log can obtain certificates for each session attended with a copy of the log to be maintained by the professional development chairman for five years.

A Professional Development Hour (PDH) is a contact hour (nominal) of instruction or presentation, which is the common denominator for other units of credit. A Continuing Education Unit (CEU) is a unit of credit customarily used for continuing education courses with one CEU equaling 10 PDH’s. Certificates are awarded for a course or activity with a clear purpose and objective, which will maintain, improve, or expand the skills and knowledge of the licensee.

ISA also offers CEUs for training courses. This status is provided through the International Association for Continuing Education and Training (IACET). CEUs are not normally awarded for committee meetings or presentations, but for defined training courses where skills and objectives are presented, tested, and students are given feedback on their performance.

The CCST® (Certified Control Systems Technician®) renewal program accepts PDHs to validate a CCST’s time in a technical session expanding his/her knowledge. This can come from on the job training, attending technical sessions, and presenting papers.

558 certificates, awarding 1780 Professional Development Hours have been awarded over the past three years at the Power Symposium.

<table>
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<tr>
<th>Yr</th>
<th>Certificates</th>
<th>PDHs</th>
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<tr>
<td>2000</td>
<td>107</td>
<td>321</td>
</tr>
<tr>
<td>2001</td>
<td>248</td>
<td>850</td>
</tr>
<tr>
<td>2002</td>
<td>203</td>
<td>609</td>
</tr>
</tbody>
</table>

Each year POWID recognizes the best paper(s) from the previous year’s conferences. The three best papers from 2002 are:

■ PLC Based Control Systems for Turbogas Units
  —Salvador Delara-Jayme
  —Marino Sanchez-Parra
  —Luis Castelo Cuevas

■ Beta Gauge Particulate Monitoring
  —John L. Arnold

■ On-Line Monitoring at Nuclear Power Plants
  —Eddie Davis
  —Dr. Ramesh Shankar
  —Randell Bickford
  —Pat Colgen
  —Karl Nesmith
  —Richard Rusaw

Our appreciation and congratulations to all authors presenting at our conference, and especially to the above authors for their time and effort to develop papers of excellence.
**Membership Survey 2003**

*Power Industry Division • ISA – The Instrumentation, Systems, and Automation Society*

1. What can we do to make the Power Industry Division more valuable to you in your professional development?

______________________________________________________________________________________________________________
______________________________________________________________________________________________________________
______________________________________________________________________________________________________________

2. Why did you join the Power Industry Division of ISA?

______________________________________________________________________________________________________________
______________________________________________________________________________________________________________

POWID wants to provide our membership with interesting programs and information and we need your input on form and content.

3. Do you have access to the Web?  
   - [ ] Yes  
   - [ ] No

   a. Have you visited the ISA Web pages?  
     - [ ] Yes  
     - [ ] No

   b. Have you visited the POWID Web pages?  
     - [ ] Yes  
     - [ ] No

   c. Have you registered for ISA and POWID events on the Web?  
     - [ ] Yes  
     - [ ] No

4. What can POWID do to make the WHAT’S WATT newsletter a greater value to you?

______________________________________________________________________________________________________________
______________________________________________________________________________________________________________

5. What format would you prefer to receive the newsletter
   - [ ] a. Hard copy by mail only
   - [ ] b. Electronic copy by email only
   - [ ] c. Combination of electronic & hard copy

6. What topics would you like to see on the POWID Web site and in the newsletter
   a. Articles on: ____________________________________________________________
   b. Tutorials on: __________________________________________________________
   c. Training programs on: _________________________________________________
   d. Others: ______________________________________________________________

7. Have you attended a POWID Symposium?  
   - [ ] Yes  
   - [ ] No

8. What reasons would you list for NOT attending recent POWID Symposia
   - [ ] a. Location
   - [ ] b. Insufficient notice
   - [ ] c. Topic of papers
   - [ ] d. Budget restrictions
   - [ ] e. Work load
   - [ ] f. Conflicting dates
   - [ ] g. Other (please specify) ___________________________________________

9. What topics would you like to see on a POWID Symposium program?

______________________________________________________________________________________________________________
______________________________________________________________________________________________________________

10. What type of POWID Symposium sessions do you prefer?
   - [ ] a. Technical papers
   - [ ] b. Tutorial
   - [ ] c. Panels
   - [ ] d. Workshops
   - [ ] e. Other: __________________________________________________________

11. What training subjects would you like to see on a POWID Symposium program?

______________________________________________________________________________________________________________
______________________________________________________________________________________________________________
12. If you have attended any POWID Symposiums how would you rate them?
   ❑ a. Excellent
   ❑ b. Good
   ❑ c. Fair
   ❑ d. Other: ____________________________

13. If you have attended any POWID Symposiums did they help your professional development?  ❑ Yes  ❑ No

14. How would you prefer to be notified of future POWID Symposiums?
   ❑ a. Hard copy of announcement by U.S. mail
   ❑ b. Electronic announcement by email
   ❑ c. Combination of hard and electronic announcements

15. How far in advance do you need notification of the POWID Symposiums in order to obtain management approval (if needed)?
    _______Days _________Months

POWID Membership Volunteer Activities

16. Would you be willing to serve on the Power Industry Division Executive Committee?  ❑ Yes  ❑ No

17. Would you be willing to contribute to a POWID Symposium by: (check all that apply)
   ❑ a. Session Developer—Developing a technical session
   ❑ a. Author a technical paper
   ❑ a. Conduct a training session
   ❑ a. Review symposium papers

18. Would you be willing to contribute to the POWID newsletter by writing a technical article? YES ? NO ?

19. POWID sponsors the ISA SP67 Nuclear Power Plant Standards Committee and the SP77 Fossil Power Plant Standards Committee—would you like to serve on any of the subcommittees?  ❑ Yes  ❑ No
   If yes, then contact the appropriate chairperson:
   —SP67 Chair William Sotos at (361) 972-7063 or at wgsotos@stpeg.com
   —SP77 Chair Wayne Holland at (404) 506-7207 or at wholland@southernco.com

20. What other services should the Power Industry Division provide to the membership to help their professional development?
    ________________________________________________________________
    ________________________________________________________________
    ________________________________________________________________

21. Name: ____________________________________________    ISA Membership No. _________________
    Company: __________________________________________________________
    Area of Responsibility: _______________________________________________
    Mailing Address: ____________________________________________________
    City: ________________________  State: __________  Zip Code: __________
    Telephone Number: ________________________  Fax: ____________________
    Email Address: ____________________________________________________

PLEASE RETURN THE SURVEY FORM BY EMAIL OR FAX OR US MAIL TO:
   Bill Palmer
   Sr. Administrator, Technical Divisions and Member Services
   ISA—The Instrumentation, Systems, and Automation Society
   67 Alexander Drive
   PO Box 12277
   Research Triangle Park NC 27709

   E-mail: wpalmer@isa.org
   Phone: (919) 990-9359
   Fax: (919) 549-8288
2003 POWID Achievement Award Nomination

This award was created for the purpose of recognizing individuals for their outstanding achievement, original design application, or special contributions toward the development of engineering concepts in the field of instrumentation and controls for the advancement of electric power generation.

If you know of a Member of ISA's Power Industry Division deserving of the POWID Achievement Award (outstanding achievement, original design application, or special contributions toward the development of engineering concepts in the field of instrumentation and controls for the advancement of electric power generation), please submit your nomination using the following guidelines:

1. Include the following information:
   - Nominee's Name
   - Contributions to the Power Industry
   - Contributions to ISA and/or Power Division
   - Other Comments
   - Nominated By (your name and contact information)

2. Send your nomination by e-mail: Send your nomination to Mike Skoncey at mjskoncey@reliant.com

3. Deadline: 1 November 2003

2003 POWID Service Award Nomination

This is awarded for outstanding service in the field of instrumentation. The service of the individual is noteworthy, exemplary, or unique and exceeds the normal duties of the office held. The service is of a nature that advances the stature of the Power Division and/or ISA.

If you know of an individual deserving of ISA's Power Industry Division Service Award (i.e. outstanding service in the field of instrumentation; the service of the individual is noteworthy, exemplary, or unique and exceeds the normal duties of the office held; the service is of a nature that advances the stature of the Power Division and/or ISA), please submit your nomination using the following guidelines:

1. Include the following information:
   - Nominee’s Name
   - Contributions to ISA
   - Contributions to ISA Power Division
   - Other Comments
   - Nominated By (your name and contact information)

2. Send your nomination by e-mail: Send your nomination to Mike Skoncey at mjskoncey@reliant.com

3. Deadline: 1 November 2003

2003 POWID Facility Award Nomination

This award is designed to honor facilities that have demonstrated innovative application of control system or instrumentation technology in the Power Industry:

- Successful application in a power generation plant
- Identified benefits
- General applicability to the industry
- Recipient is a facility (power plant, dispatch center, environmental treatment facility, simulator, etc.)
- Can be an international location
- Applies technology and/or equipment available through use of standard components or practices (not “one time specials”)

Please submit your nomination for this award using the following guidelines:

1. Include the following information:
   - Facility Name:
   - Location:
   - Description of Facility:
   - What is innovative about it?
   - What was learned?
   - What are the benefits to the facility, to ISA/POWID (e.g., Productivity, Operating Flexibility, Reliability, Availability, Efficiency, Other)?
   - What are the expected benefits to the Industry?
   - Nomination Submitted By
   - Who to contact at the facility for more information?
   - Name, address and phone number of nominator:
   - Key Project Dates
     - Start
     - Installation
     - Testing Period
     - In-Service
   - Major contributors
   - Other awards received by the facility:
   - Additional Comments

2. Send your nomination by e-mail: Send your nomination to Mike Skoncey at mjskoncey@reliant.com

3. Deadline: 1 November 2003
# Power Industry Division Officers

**DIRECTOR**  
Wayne Holland  
Southern Company  
Mail Bin 10160  
241 Ralph McGill Blvd., NE 16th Floor  
Atlanta, GA 30308  
(404) 506-7207

**PAST DIRECTOR/CHAIRMAN NOMINATING COMMITTEE**  
Gordon R. McFarland  
Westinghouse Process Control  
125 Shelby Drive NE  
Eatonton, GA 31024-8889  
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21–23 October • Reliant Center • Houston, TX
PowerTech Corner: Frequency Response

by Cyrus W. Taft

I’m sure most, if not all, of you are familiar with the term “frequency response.” But do you really know what the term refers to? If you do, you have my permission to not read the rest of this fascinating article. The basic concept of frequency response is to excite a dynamic system with a sine wave input, and observe how the output responds as the input frequency changes. If the system is linear, the output of the system will also be a sine wave but the magnitude and phase may be different. From this simple concept, some very powerful tools for analyzing the behavior of dynamic systems have been developed.

The science of frequency response began with efforts by the AT&T Bell Laboratories in the 1920s when they were developing long distance telephone capabilities. The problem was developing amplifiers that could boost the voice signal as it traveled across the country without introducing excessive distortion that would make the sound unintelligible. The negative feedback amplifier solved the problem by providing a very stable gain that allowed the distortion to be filtered effectively.

There are two aspects to frequency response. One is an actual test on a dynamic system that quantifies its performance and the other is a mathematical analysis technique to study the performance of dynamic systems.

The test can be performed on all types of systems including electrical and mechanical varieties. A common example of an electrical system is an audio amplifier for a music system. Obviously the amplifier should reproduce its input signal as precisely as possible over the full audio range of the human ear. Amplifier specifications include its frequency response, which for this application is the frequency range over which the amplifier gain is constant. Usually the gain decreases at very low frequencies and at very high frequencies but is essentially constant in between. The range of frequencies where the gain is constant is called the bandwidth of the amplifier.

Now let’s take a quick look at how you use frequency response techniques to analyze a process control system. To begin you will need a mathematical representation of the process you wish to control. For frequency response analysis the mathematical representation must be a transfer function, yes, those nasty Laplace transforms. In my opinion, transfer functions are one of the most poorly taught subjects in the engineering curriculum. It is one of those subjects where you get much more information than you really need and the important stuff is lost in the shuffle. I don’t have the space to cover Laplace transforms here, but from a process control perspective, think of them as simple building blocks that can be used to build mathematical models of physical systems.

It is also important to understand the difference between the open loop system and the closed loop system because in frequency response analysis you analyze the open loop system to understand the performance of the closed loop system. The open loop system is the controller (typically a PID) in series with the process with no feedback loop in service. In the closed loop system the feedback loop is in service and this simple difference makes it very difficult to solve a key equation without a computer. By analyzing the open loop system this problem is avoided. Figure 1 shows the open and closed loop systems.

Now, we have a transfer function representation of the process we want to analyze. At this point it is necessary to delve a little deeper into frequency response by examining the data triplet. The frequency response analysis depends on comparing two different sine waves, the input and the output. There are three pieces of data for this comparison, the magnitude ratio, the phase difference, and frequency. These three items are called the data triplet. Frequency response analysis is based on examining the data triplet in different ways.

Probably the most common method of examining the data triplet is with a Bode plot. There are also Nyquist plots and Nichols plots but only the Bode plot will be discussed here. Hendrik Bode was a Bell Labs mathematician working on the long distance phone problem. A Bode plot is really two separate plots as shown in Figure 2. One plot shows the magnitude ratio versus frequency and the second plot shows phase angle versus frequency. The magnitude ratio is generally expressed as a logarithm in units called decibels (dB). To get decibels, you take the base 10 logarithm of the magnitude ratio and multiply it by 20. This means that a magnitude ratio of 10 to 1 translates into 20 dB and a ratio of 100 to 1 is 40 dB. Similarly a ratio of 0.1 is –20 dB and 0.01 is –40 dB. A ratio of 1 to 1 gives 0 dB or unity gain. The frequency axis is also a logarithmic scale in units of radians per second.

**Figure 1: Open Loop System**

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Input ----> PID ----> Process ----> Output
```

**Figure 2: Closed Loop System**

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Input ----> PID ----> Process ----> Output
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Power Industry Division Newsletter Page 11
The second half of the Bode plot shows the phase angle difference between the input and the output sine waves versus the frequency. For most common physical systems, the output phase angle is behind the input phase angle giving a negative phase referred to as phase lag. It is also possible to have positive phase which is referred to as phase lead. The phase axis is a linear scale and not logarithmic as is the magnitude scale.

To begin the analysis, a Bode plot of the open loop system is drawn. Before computers, there were several simple rules of thumb for doing this but today a computer makes short work of it. After the Bode plot is drawn, we can begin the analysis. It is at this point that one of the key aspects of frequency response analysis comes into play. This is that the closed loop system will go unstable if the open loop gain is greater than 1.0 (0 dB) when the phase angle is equal to −180 degrees. This is called the Nyquist stability criterion. This is one of the most important concepts to understand in feedback control theory. Even though this idea was developed over fifty years ago, it is still being used today in the latest robust multivariable control system analysis methods.

Imagine that our goal in analyzing the control system is to determine an appropriate controller gain that will give good performance without causing instability. Using the Bode plot it is easy to see where the phase angle plot crosses −180 degrees. In all real systems, the phase angle becomes more negative at high frequencies and will eventually cross −180 degrees. We then look at the magnitude plot and determine its value at this frequency. If it is above the 0 dB line, then the system is unstable and the open loop gain must be reduced. If it is below the 0 dB line than the system is stable and the gain may be able to be increased. The amount that the magnitude plot is below the 0 dB line is referred to as the gain margin because it means that the open loop system gain can be increased by this amount before the closed loop system will go unstable. In practice, the controller gain must allow a certain gain margin to provide a well-damped response. If the gain margin is too small the closed loop response will be stable but very oscillatory.

This analysis can be done entirely graphically in just a few seconds. But what if you have a PI controller instead of a proportion only controller? Well, it does get a little more complicated but not much. The integral part of the PI controller alters the magnitude curve by increasing the low frequency gain. Similarly a derivative term from a PID controller alters the magnitude plot by increasing the high frequency gain. The integral and derivative gains determine the exact frequencies where these increases occur. So depending on the initial open-loop shape of the magnitude curve, we now have three ways of altering it for better response. We can use the proportional gain to raise or lower the entire curve or we can use the integral or derivative terms to raise the low or high frequency response as needed. Remember the criterion we are shooting for is a certain gain margin at the frequency where the phase angle is −180 degrees.

Obviously in this short article it is not possible to cover frequency response analysis in any detail. But I hope you remember that this type of analysis can be used both for quantifying an actual dynamic system’s performance and for analyzing a transfer function model of a dynamic system. The most common analysis purpose is for control system analysis. There are two key aspects of the analysis technique. First, the analysis is done on the open loop system but predicts the closed loop performance. Second, the closed loop system will be unstable if the gain of the open loop system is greater than 1.0 at the frequency where the phase angle is −180 degrees. The controller is used to alter the shape of the gain and phase plots to obtain a satisfactory gain margin for the open loop system. This will provide good performance in the closed loop response. If you want to study this a little more, any introductory control system text will cover it adequately. I was also able to find a few nice tutorials on the Web by searching for “frequency response analysis” and Bode on Google.

As always I welcome your comments on this article and suggestions for future articles. Thanks for reading.

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Date: 23 October 2002

Location: ISA 2002 Conference & Exhibit and ISA’s President’s Fall Meeting; Hyatt Regency Hotel at McCormick Place, Chicago, Illinois

Co-Chairman: Wayne Holland

Attendees:
Wayne Holland  Goray Mookerjee  Cyrus Taft
Bob Hubby  Alan Zadiraka
Denny Younie  Dan Lee
Gary Cohee  Andy Gavrilos

ISA Staff: Loanna Overcash

1. Call to Order
The meeting was called to order at 8:20 a.m. by SP77 Co-Chair Wayne Holland.

2. Review and Approval of the Agenda
The following items were added to the agenda under New Business:
1. How to access Standards Committee information on the new ISA Web-site.
2. Overview of the newly formed SP99, Manufacturing and Control Systems Security meeting that met on Tuesday, 22 October 2002.

The SP77 meeting agenda was approved as amended by the SP77 members present.

3. Approval of Minutes
The minutes from the 5 June 2002 meeting held in San Diego during the ISA POWID / EPRI 2002 Joint Conference were amended as follows:
Reference Section 6, Liaison Reports, SP5.1 Report:

The minutes reflected that Dan Lee reported that the SP5.1 sub-committee’s last meeting was held during ISA 2001 in Houston. Dan’s written report actually reported that the SP5.1 subcommittee had not met since ISA 2000 in New Orleans.

Dan Lee also had sent a word attachment to include with the minutes of the SP77 meeting in San Diego during the POWID 2002 Conference and that attachment contained some additional details not provided in the minutes.

Alan Zadiraka made a motion to approve the minutes as amended and Bob Hubby seconded the motion. The SP77 minutes of the meeting held on 5 June 2002, during the ISA POWID / EPRI Joint Conference in San Diego, were approved by the SP77 members present as noted and amended above.

4. Subcommittee Reports
SP77.14—Denny Younie reported that progress was made during the San Diego meeting and that the draft document is 85% complete. However, due to a change in job locations, he does not have the file from the San Diego committee meeting and is working to regain possession of the information.

SP77.21—Alex Lekich was not in attendance. Discussion was focused on the reaffirmation of the existing document and whether to have the SP77 committee go ahead and review it to determine if the document needs to reaffirmed or revised.

Loanna Overcash will send this document out for the SP77 Committee members to review.

SP77.41—Wayne Holland, reporting for Gordon McFarland, announced that draft assignments were made at the SP77.41.01 Sub-Committee meeting held in San Diego and that G. McFarland would be conducting a meeting of the SP77.41.01 subcommittee following the conclusion of the SP77.14 meeting today.

SP77.42—Randy McSpadden was unable to attend the SP77 meeting. Loanna Overcash will try to get an electronic version of Dale Evely’s paper, which is being used as a basis for the ISA-77.42.02 draft. Both Loanna Overcash and Bob Hubby will work on getting this into the standard format.

SP77.44—Dan Lee - No report. The subcommittee is between revision cycles.

SP77.60—Bob Hubby reported that the committee is currently not working on any standards but asked Loanna Overcash to check on the status of ISA-77.60.04 to determine when the standard will be up for reaffirmation. Bob asked Loanna Overcash to confirm if it was time for SP77.60.04 to begin the reaffirmation process. If it is time to begin that process, Bob requested Loanna Overcash to send the standard to SP77 members for their comments. Bob said that he planned to enlist Don Frey to assist him with the reaffirmation of SP77.60.04 and wanted comments in early enough to perhaps review the comments during our ISA POWID/EPRI 2003 Joint Conference in Williamsburg.

SP77.81—Jim Batug was not in attendance. The subcommittee will become inactive after the withdrawal of ISA-TR77.81.05-1995.

SP77.82—Alan Zadiraka reported for Cyrus Taft that the subcommittee met on Tuesday, 22 October 2002. Eight people were in attendance and Bob Hubby was the only person who turned in a draft assignment. All draft assignments are due to Cyrus Taft by the end of the year. The group plans to meet in Memphis, TN in conjunction with the ISA President’s Spring Meeting in April 2003.
5. Director’s Report

S&P Board—Wayne Holland distributed a copy of the agenda from the 19 October 2002 S&P Board meeting and reported that Victor Maggioli has begun his term as Vice President of the S&P Board. Vic is a very active participant in Standards and he should be a great asset to the Standards Department.

During the S&P Board meeting, an IEC representative presented a new service that they will be offering to aid in the production of standards development. For a fee, the IEC will now help other organizations produce standards. A copy of the PowerPoint presentation was circulated at the SP77 meeting.

6. Liaison Reports

SP5.1—The SP5.1 committee has been inactive and has not met this year. The last draft (#4) of SP5.1 was issued 10/2000 and the last committee meeting was held during ISA 2000 in New Orleans. The issuance of draft # 5 is pending.

Since the last SP77 committee meeting in San Diego, Dan Lee submitted a scope and purpose to the SP5.1 Committee chair for a new Technical Report on Functional Diagrams Usage. Unfortunately, the scope and purpose was not acceptable to the SP5.1 chair and correspondence has yet been able to reach a compromise. SP5.1 and the SP5.0 committees are not scheduled to meet during ISA 2002 in Chicago. Thus, there has not been a dialog within the SP5.1 committee on this scope and purpose. The two main issues of contention are the reference to IEC and the technical report being specific to the power industry.

After discussion of various options, the SP77 committee felt that a new SP77 subcommittee should be formed to prepare a technical report on functional diagrams that included IEC content. The previous approved scope and purpose was reviewed and modified (see below) to be industry and society neutral. Dan Lee made the motion to accept the new scope and purpose. Bob Hubby seconded the motion. The SP77 committee voted unanimously to accept the scope and purpose as written below.

The SP77 committee voted unanimously to form the new sub-committee SP77.40.01 for the development of a technical report on Functional Diagram Usage.

Scope:

To expand on and illustrate usage of function block symbols and functions.

To prepare examples in development of complex function block symbols and functions.

To act as a vehicle for introducing IEC standards and practices on functional diagrams into the equivalent United States Standards and Practices portfolio.

To coordinate with IEC on development of standards of mutual interest.

Purpose:

To provide advice and guidance in documenting application software through functional diagrams.

IEC—D. Lee

Dan said that he had not heard of any activity from the IEC TC65 WG9 committees.

NFPA—Dan Lee—The NFPA 85 committees met 12–14 August 2002 to act on all public and committee proposals. The committees’ resolutions will be published in a Report on Proposals (ROP) to be issued soon, at which time the public can submit comments to the ROP on or before 26 March 2003. The NFPA committees will next meet between 1 April and 9 May, 2003, to review and act on the public comments.

NFPA revised their Manual of Style, which resulted in a significant change in the document’s organization. The major changes to Multiple Burner Boilers are the addition of texts to address SCR operation, duct heater operation, and updated tables for igniter and MFT.

IEEE—Cyrus Taft—No report.

ASME—Wayne Holland—No report.

SP99—David Wade will be the SP77 liaison to SP99, if he agrees. See below for additional information about this committee.

7. Old Business

SP99—Wayne Holland reported that there was a large turnout for the newly formed SP99 committee, Manufacturing and Control Systems Security, which met today in Chicago for the first time. Bryan Singer from EnteGreat, Inc. in Birmingham, Alabama, will chair the committee and Bob Webb will act as Managing Director on the S&P Board.

The committee has an aggressive schedule to begin work on a technical report with the framework to be completed by 19 November 2002.

8. New Business

Roster Clean-up. Loanna Overcash reported that several members of the committee have failed to vote on consecutive ballots or they are unable to be located. A letter will be written to the following members to inform them that their names will be removed from the roster unless they notify Loanna that they wish to remain. as voting members (Post SP77 meeting update: letters were sent 25 November 2002 to these individuals by Loanna Overcash).

L. Broeker Q. Ban Chou G. Davis
W. Fryman A. Gile J. Kennard
W. Matz G. Ramachandran R. Roop
A. Schager B. Traylor J. Weiss
The motion to remove these names from the SP77 Committee roster if these individuals do not respond otherwise was approved by the SP77 voting members present.

The following members have indicated that they wish to become Voting Members on the SP77 committee:

G. Cohee  A. Gavrilos  A. Zadiraka  M. Skoncey  W. Hocking

The motion to accept these members as voting members was approved by the SP77 voting members present.

Web-site Access

Instructions of how to access the Standards web pages on the new ISA Web site are below (contact Loanna Overcash if any questions).

Directions for accessing Standards Information on the ISA Web site

- Go to http://www.isa.org
- Click on Members & Leaders in the left-hand navigation bar.
- Click on Standards Committees in the left-hand navigation bar.
- Click on Committee List in the left-hand navigation bar.
- On the main part of the page, scroll down until you see “SP77...”
- Click on this link and it will take you to the SP77 page.
- In the upper-left-hand corner, you’ll see a link titled “Committee Archives” and “Minutes.”
- Choose the “Minutes” link.

- You’ll be prompted to log-in using your ISA member number and password (your last name).
- Log-in and you’ll be taken right back to the SP77 page.
- Choose the “Minutes” link again!
- This will take you to a page with the links to the word documents.

Clarification of the Definitions of User, Producer, and General

Producer—Your category is producer if your classification is Manufacturer or Independent Vendor.

User—Your category is user if your classification is Utility, Architect/Engineer, Engineer/Contractor, or if you are involved with the application, installation, and use of a product.

General—Your category is general if your classification is Distributor, Insurance, Government, Consumer Interest, Consultant/Specialist, or Academics/Specialist.

9. Next Meeting

The next SP77 meeting will be in conjunction with the ISA President's Spring Meeting in Memphis, TN, tentatively scheduled for Monday, 14 April 2003, at 8:00 a.m.

10. Adjournment

The SP77 meeting was adjourned by voice vote at 11:35 a.m.
Minutes of Meeting — SP77 Fossil Fuel Power Plant Standards Series

Date: 15 April 2003

Location: ISA's President’s Spring Meeting; Park Vista Hotel; Memphis, Tennessee

Co-Chairman: Wayne Holland

Minutes by: Gordon McFarland / Wayne Holland

Attendees:
Wayne Holland  Mike Skoncey
Gary Cohee  Cyrus Taft
Bob Hubby  Joe Vavrek
Gordon McFarland  Allan Zadiraka

1. Call to Order
The SP77 Fossil Fuel Power Plant Standards meeting was called to order at 8:15 a.m. by SP77 Co-Chairman Wayne Holland.

2. Introduction of Attendees
There were no new members or guests present at the meeting.

3. Review and Approval of the Agenda
The following item was added to the meeting agenda under New Business:
Bob Hubby proposed that a New Business item 9a be added to the meeting agenda. The new agenda item was for an explanation of what an “information only member” was and what the “information only member” would receive from the respective standards subcommittee that he was an “information only member” of. Also, there was a question as to what information an “information only member” would receive from the SP77 Committee.

The motion to approve the agenda as written was approved by voice vote by those in attendance.

4. Approval of Minutes
Wayne Holland distributed copies of the minutes from the SP77 meeting held in Chicago on 23 October 2002, during the ISA 2002 President’s Fall Meeting and ISA 2002 Conference, and advised that the minutes were missing the SP5.1 Liaison Report from Dan Lee. Wayne said Dan’s report would either be attached for reference or the report information would be fully incorporated within the text of the revised set of minutes. Allen Zadiraka advised that, within the title block of the first page of the meeting minutes, the minutes had the incorrect location and date for the meeting, which was held in Chicago on 23 October 2002. Wayne Holland will correct the date and address where the meeting was held and will reissue the amended minutes with the aforementioned revisions.

The motion to approve the minutes, as amended, from the 23 October 2002 SP77 meeting held during the ISA President’s Fall Meeting and ISA 2002 Conference held in Chicago, Illinois was approved by voice vote by those in attendance.

5. Subcommittee Reports

ISA SP77.14.01—Steam Turbine Controls—Denny Younie
Denny Younie was not present at the SP77 meeting. He had advised Wayne Holland that he could not get a quorum to attend the SP77.14 meeting that he had scheduled at the 2003 ISA President’s Spring Meeting in Memphis and thus the meeting was canceled. Denny advised Wayne that the draft was almost 100% complete and only needed some final touch-ups that will now be completed at the SP77.14 meeting to be held in mid-June in Williamsburg, Virginia during the ISA POWID/EPRI 2003 Joint Control and Instrumentation Conference.

ISA SP77.21.01—Simulators-Functional Requirements—Alex Lekich
The SP77.21 Subcommittee Chairman, Alex Lekich, was not present at the SP77 meeting. Wayne Holland reported there has been no recent activity on this committee and he has not been able to contact Alex to see if Alex still has an interest in continuing to chair this committee.

Bob Hubby suggested that we have ISA S&P staff contact simulator and control system vendors to see if they would review the SP77.21 standard to determine if it would be useful if it was reaffirmed or should it be withdrawn. We would also like comments from the SP77 Committee members on SP77.21 to determine if they felt there is a need to reaffirm the standard. Some suggested simulator vendors to be contacted were ABB, Emerson, and Foxboro. Alan Zadiraka said that he would contact some of the simulator vendors that he knew and would inquire as to their interest for serving on the subcommittee and supporting this standard reaffirmation process. It was emphasized that we needed to contact all the simulator vendors we know of for their input and participation. Wayne Holland said that he will ask Loanna Overcash to poll the SP77 committee members for possible contacts among simulator vendors and forward that information to Alex Lekich, Alan Zadiraka, and to Wayne Holland. The list of vendors, vendor contact names, and addresses will then be forwarded back to Loanna Overcash to send out a package of the SP77.21.01 and SP77.21.02 documents to these vendors as well as to the SP77 Committee members. The ANSI extension for reaffirmation expires May 16, 2004. At the same time we could poll the vendors to determine if there is an interest to continue with the work on the SP77.21.02 sub-
committee for a DCS based simulator standard or should the scope and purpose for this standard be merged with the SP77.21.01 standard. Only a scope and purpose document has been created by the SP77.21.02 subcommittee.

**ISA SP77.41.01—Combustion Controls Standards Reaffirmation—Gordon McFarland**

Gordon McFarland reported that the SP77.40 Series Subcommittees would be meeting during the ISA 2003 President’s Spring Meeting in Memphis on Tuesday, 15 April just after the SP77 meeting. A revised draft, dated April 2003, which has changes from the meeting held in Chicago on 23 October 2002, will be reviewed by the subcommittee members and any submitted writing assignments will be reviewed. The current plan is to have a draft ready after the next meeting for public review. The next meeting will be held in mid-June in Williamsburg, Virginia during the POWID/EPRI 2003 Joint Conference.

**ISA SP77.42.02—Feedwater Controls—Drum Level Measurement—Randy McSpadden**

Randy McSpadden, Subcommittee Chairman, was not in attendance, but expressed his intentions to hold a meeting of Subcommittees SP77.42.02 during the ISA POWID/EPRI 2003 Joint Conference in Williamsburg, Virginia in mid-June.

**ISA SP77.82.01—SCR Instrumentation and Control—Cyrus Taft**

Cyrus Taft, Subcommittee Chair, reported that SP77.82.01 held a meeting in Chicago on 22 October 2002 during the ISA 2002 President’s Fall Meeting and ISA 2002 Conference & Exhibit. At the Chicago meeting, the subcommittee discussed input information and writing assignments. The discussion resulted in new writing assignments for the 15 April 2003 meeting during the ISA 2003 President’s Spring Meeting in Memphis. One assignment has been submitted in advance by Gary Cohee. Minutes were issued for the 22 October 2002 meeting held in Chicago on Friday, 11 April 2003. Cyrus said that during the 15 April 2003 committee meeting, writing assignments will be discussed. Following the ISA 2003 President’s Spring Meeting in Memphis, the next meeting planned for the SP77.82.01 Subcommittee will be during the ISA POWID/EPRI 2003 Joint Conference in Williamsburg, Virginia.

6. **Director’s Report**

Wayne Holland, S&P Board Managing Director of SP77, reported on the S&P Board meeting held on Sunday, 13 April 2003, at the ISA 2003 President’s Spring Meeting in Memphis. Wayne reported that Vic Maggioli is the new S&P VP and Ian Verhappen is the new S&P VP-Elect. Vic is replacing Marty Zielinski who is now the Past S&P VP.

Wayne also passed out copies of a memo, dated 13 April, 2003, from Lois Ferson and Chip Lee of ISA and addressed to the S&P Board, which was circulated at the S&P Board meeting in Memphis for approval by the S&P Board members. The subject of this memo was “a Status Report and Recommendations on the Member Standards Benefit that comes with an ISA annual membership fee.” The Member Standards Benefit is an option that can be selected when an existing ISA member or a new member pays his annual ISA dues. The option allows, for an additional fee, the ISA member to have the right to access and download from, an unlimited number of ISA standards. Since the inception of the Member Standards Benefit Program, the ISA Standards Department has regularly reported on the impact of this program on the traditional sales of ISA Standards documents and the status of this new benefit. The ISA Member Standards Benefit Program was first initiated in the 2001 calendar year with 2002 being the first full year of implementation. The number of paid subscriptions, which was originally set at $25/year in 2001 and $49/year in 2002, has steadily increased since the inception of the program. ISA has been very concerned that this Member Benefit Standard Program may cause a decrease in overall society revenues and as a result, monitored the program closely. The memo discussed 1.) membership considerations and statistics, 2.) the financial impact and considerations of the Member Standards Benefit, and 3.) the memo contained a recommendation on the future Member Standards Benefit Program. In summary, the report recommended that this Member Standard Benefit be continued with an increase in the subscription fee. Lois Ferson reported that in lieu of raising the subscription rate, that ISA had considered limiting the number of standards that could be downloaded with the Member Standards Benefit. Lois said that the Information Technology personnel at ISA had studied this option and determined that this option was too difficult and costly to implement. The S&P Board members were asked to vote on the proposal from the memo to continue the Standard Member Benefit option but to raise the subscription rate. After much discussion about what the new subscription rate should be, it was felt that the new proposed subscription rate should be tied to an average expected price of several of the more popular selling standards, with a not to exceed maximum price. This proposal was approved by vote of the S&P Board, with Wayne Holland casting the only negative vote. Wayne Holland’s position, as the Managing Director of SP77, was to retain the Member Standard Benefit Program but not to increase the subscription rate from the current $49/year.

Another issue Wayne Holland reported on, from the S&P Board Meeting, was the request from Al McCauly, the Honors and Awards Chair of the S&P Board, for nominations for S&P service awards form our SP77 subcommittees. This was discussed with the SP77 members present
and a conclusion was reached that there had not been any new standards work in SP 77 to warrant consideration of any S&P awards at this time. Bob Hubby suggested that POWID do a yearly nomination to the S&P Board for an award. This could be for the internal S&P awards or maybe for the ISA Society S&P award. Mike Skoncey, POWID Honors and Awards Chair, said that he would solicit resumes from all POWID Executive Committee members to have on file for all types of awards. It was also suggested that all POWID Executive Committee members apply for ISA Senior membership status if they are not already ISA Senior members.

7. Liaison Reports

   SP5.1—Dan Lee
   Dan Lee was not in attendance and a report had not been submitted in advance.

   IEC TC 65 WG9—Dan Lee
   Dan Lee was not in attendance and a report had not been submitted in advance.

   NFPA—Dan Lee
   Dan Lee was not in attendance and a report had not been submitted in advance. Allen Zadiraka, who is on the NFPA committee, gave a brief verbal report on NFPA 85 status. Allan explained that the input/proposals for NFPA 85 closed in March 2003, the NFPA 85 committee meets in May 2003 to discuss the proposals, and then in September 2003 the NFPA 85 committee issues a report on the proposals. In November 2003 the committee goes to the NFPA membership for approval. In January 2004, the NFPA committee can then approve it and in February 2004 a new addition of NFPA 85 can be issued. Allan reported that anyone can go to the NFPA web site and download the NFPA 85 document in pdf format for $39.00 and can purchase a full CD for $495.00.

   IEEE—Cyrus Taft
   Cyrus Taft said there were no IEEE standard activities to report.

   ASME—Wayne Holland
   Wayne Holland said there were no ASME standard / code activities to report.

   ISA SP99—Manufacturing & Control System Security—David Wade
   David Wade was not in attendance and David had not submitted a written report in advance.

8. Old Business

   a. Security Issues—David Wade
   David Wade was not in attendance and a written report had not been submitted in advance.

   b. SP77.70—Reaffirmation—Wayne Holland / Loanna Overcash
   Wayne Holland will request that Loanna Overcash send out the SP77.70.01 Standard to the SP77 committee for reaffirmation review. If enough comments/inputs are received prior to the ISA POWID/EPRI 2003 Joint Conference in Williamsburg, Virginia in mid-June, we will schedule a subcommittee meeting to address those comments. During our SP77 Committee meeting held in San Diego in early June of 2002 during the ISA POWID/EPRI 2002 Joint Conference, Goray Mookerjee volunteered to serve as the ISA SP77.70.01 Subcommittee Chairman.

   c. SP77.60.04 TR—Bob Hubby
   Bob Hubby had previously requested Loanna Overcash to send out SP77.60.04 TR for reaffirmation at the last meeting but evidently due to ISA staff reductions, this was not done. Wayne Holland will request Loanna Overcash to send out the SP77.60.04 Technical Report along with SP77.70.01 for reaffirmation. If comments are received in time, we will schedule a meeting during the ISA POWID/EPRI 2003 Joint Conference in Williamsburg, Virginia in mid-June, to address those comments.

9. New Business

   Explanation of Subcommittee Information Only Member—Bob Hubby
   Bob Hubby asked what an “information only member” would receive from a S&P subcommittee. The ensuing discussion advised that the information only member would have no vote but would be on the roster and would receive the drafts of the standard and could comment on the drafts. Bob submitted a business card for Harry Elliott of Yokogawa to be an information only member of SP77.14, Steam Turbine Controls Standard. Wayne Holland will inform Denny Younie, Subcommittee Chair of SP77.14. Wayne will check with Loanna Overcash to see if information members of subcommittees can access the S&P web site for the draft standards and ask Loanna to define what an “information only member” of a SP77 sub-committee can access with respect to the SP77 Committee.

10. Next Meeting
   The next SP77 Committee meeting will be in Williamsburg, Virginia during the ISA POWID/EPRI 2003 Joint Conference. At this time, the date is tentatively set for Wednesday, 18 June 2003, starting at 1:00 p.m.

11. Adjournment
   The SP77 Committee meeting was adjourned at 10:55 a.m.
POWID ExCom Meeting — 20 October 2002

The 133rd meeting of the ISA POWID Executive Committee was held on 20 October 2002 in Chicago, IL in conjunction with the ISA President’s Fall Meeting.

ATTENDANCE:

Members Present
Gary Cohee
Ron Hicks
Wayne Holland
Bob Hubby
Roger Hull
Daniel Lee
Gordon McFarland
Tom Stevenson
Cyrus Taft
Joe Vavrek
Bob Webb
Marjorie Widmeyer
Denny Younie

Members Absent
Daniel Antonellis
Jim Batug
Don Christopher
Danny Crow
Dale Evely
Gary Gipson
Don Labbe
Jason Makansi
Milton Neher
Rudy Neustadter
David Roney
Ramesh Shankar
Michael Skoncey
Robert Smoak
Bill Sotos
Marland Stanley
Harold Sternberg
Bob Szcerbicki

Others Present
Richard Arriola
Kelly Bishop

I. MEETING CALLED TO ORDER
Gordon McFarland, Power Industry Division Director, called the meeting to order at 1:15 p.m. CST.

II. INTRODUCTION OF MEMBERS AND GUESTS
Director Gordon McFarland introduced Kelly Bishop, our Division liaison/coordinator with ISA.

III. APPROVAL OF THE PREVIOUS MINUTES
The minutes of the Power Industry Division Executive Committee meeting held on 2 June 2002 in San Diego, California during the POWID/EPRI 2002 Spring Conference had been previously distributed to POWID ExCom members. Dan Lee moved that the minutes be accepted as written, and Bob Webb seconded the motion. The minutes of the Power Industry Division Executive Committee meeting held in San Diego on 2 June 2002 were approved as written by voice vote of the POWID Executive Committee members present.

IV. AGENDA ADDITIONS AND / OR CORRECTIONS
Director Gordon McFarland asked the POWID ExCom members if there were any additions, deletions, or corrections to be made to the meeting agenda. Wayne Holland proposed that the meeting agenda be modified as follows:

Old Business: Add discussion of a Communication Chair proposal made by Ron Hicks at the Long Range Planning Committee meeting held in Jacksonville, Florida in February 2002.


The modified agenda was approved by voice vote of the POWID ExCom members present.

V. FINANCIAL REPORT
Roger Hull, new Financial Chair, did not submit a report and was not present at this time of the meeting. POWID Secretary / Director-Elect Wayne Holland reported from a recent message received from Kelly Bishop of ISA a balance of $46,407 as of the end of 3Q02. Wayne said this included a debit of $20,000 for POWID’s contribution to the ISA Scholarship Foundation, and miscellaneous income of $27,679 from our POWID /EPRI 2002 Joint Conference held in San Diego, and $8,884 from POWID membership dues. Our largest expense was the cost of publishing our newsletter, which was $11,730.

VI. COMMITTEE REPORTS (See Tab “Committee Reports” for reports submitted)

a. SP67 Nuclear Power Plant Standards Committee

Bill Sotos, Chairman of SP67, was not present at the POWID Executive Committee meeting but did submit a written report. In the report, Bill said SP67.04 met
via web cast (a first time effort) and agreed upon a revised purpose and scope for SP67.04 Part I and RP67.04 Part II. Bill’s report also mentioned that no other SP67 committees had met since the POWID/EPRI 2002 Conference in June of 2002 and there were no other SP67 committee activities to report. Before the San Diego Conference meetings, the SP67 Nuclear Power Plant Standards Committees had not met since the POWID 2001 Conference in Orlando, FL. Bill’s report did not include an update of the SP67 committee meetings held in San Diego.

b. SP77 Fossil Fuel Power Plant Standards Committee

Wayne Holland, Co-Chairman of SP77, submitted a written report on SP77 based on the SP77 5 June 2002 meeting held in San Diego, CA during the POWID / EPRI 2002 Conference.

Wayne advised that the SP77 Fossil Power Plant Standards Committee was scheduled to meet in Chicago during the ISA 2002 Conference and Exhibit and President’s Fall Meeting.

Wayne also reported that immediately following the SP77 Committee meeting a few SP77 Standards Subcommittees were scheduled to meet. The committees scheduled to meet include the SP77.14 Committee for Steam Turbine Controls, and the SP77.40 Series for Boiler Control Systems. These meetings were to be conducted in sequence. Most of the SP77.40 Series Subcommittee’s time will be focused on the reaffirmation effort for SP77.41.01, Combustion Controls Standards for Drum Type Fossil Fuel Power Plants. SP77.42.01, Feedwater Controls-Drum Level Measurement Technical Report Subcommittee, is not meeting.

Wayne reported that during the POWID 2002 Conference in San Diego in June, that the initial meeting of SP77.8X.01 was held for the purpose of drafting standards for SCR Control Systems. Wayne reported that Cyrus Taft had volunteered to be the Sub-Committee Chairman. During that meeting held on 6 June 2002, a scope and purpose was approved by the sub-committee members and submitted to the S&P Board for their approval during their meeting to be held during the ISA 2002 President’s Summer Meeting. The sub-committee also made author assignments. The S&P Board approved the scope and purpose document of SP77.8X.01 at the ISA 2002 President’s Summer meeting. Wayne also said that SP77.8X.01 Sub-Committee was scheduled to meet during ISA 2002 Chicago.

Wayne reported that during the SP77 meeting held in San Diego, a motion was raised by Dan Lee for the SP77 Committee to approve a scope and purpose document for TR5.1.1, a committee that would draft a Technical Report for symbol diagramming which would include ISA SP77, SP5.1, and IEC participation. The motion was approved by the SP77 Committee. The goal of TR5.1.1 is to include SAMA and other functional diagramming used by the Power Industry as a part of the re-issue of SP5.1.

c. Honors & Awards

POWID Director Gordon McFarland reported that Michael Skoncy had volunteered to be the new POWID Honors and Awards Chair, replacing Roger Hull at the end of this year. Roger had submitted a written report in advance of the POWID meeting, which mentioned that the Spring 2003 edition of the POWID newsletter included articles on the POWID Achievement Award winner, Jim Batug, the POWID Service Award winner, Gary Cohee, and the POWID Facility Award recipient, Reliant Energy-W.A. Parish Plant. In addition, the newsletter listed the 4 best papers for 2001; one of the four best papers was printed in the newsletter. Also included in the newsletter was a request for the 2003 POWID nominations to be presented during the 2003 POWID Conference.

Director Gordon McFarland also announced that the ISA Power Industry Division had been selected for the I&S Department’s “Most Outstanding Division” award. Gordon said this was our fifth year in a row that the ISA Power Industry Division has received this award. Congratulations go out to all POWID members who have help to make this happen.

d. Newsletter

Dan Antonellis, Newsletter Editor, was not present at the POWID Executive Committee meeting held in Chicago, but did submit a written report. Wayne Holland summarized Dan’s report to the Executive Committee. The Summer 2002 POWID Newsletter was electronically mailed to ISA Headquarters for publication on 15 July 2002, and distributed in mid-September 2002. This newsletter was exceptionally long because it included 2 Best Technical Papers instead of the usual 1 best paper per issue. This was the result of 4 best papers being selected (from 2001) to be published in the three annual newsletter issues scheduled between Summer 2002 and Summer 2003.

Cyrus Taft noted that the newsletter was a large expense item for POWID and suggested that we evaluate options to publishing hardcopies and distributing them via the US mail system. Cyrus suggested that we consider alternatives, and suggested using e-mail as a means of publishing and distribution. For the year to date period ending 30 September 2002, the newsletter has cost $11,730 (exclusive of the Summer 2003 newsletter), which is over half of our Division’s total expenses of $21,891 through this same time period.

There was much discussion on the issue of how newsletters should be published: the traditional way of having hard paper copies being mailed to our Division membership; or, emailing electronic copies. Some of the POWID Executive Committee members expressed their preference for the newsletter to be
delivered to their mailbox in a paper hardcopy format while others expressed a preference for an electronic copy delivered by e-mail. After a reasonable period of discussion, there was consensus that we would put a membership survey in our next newsletter requesting their preferences as to the publishing format of the newsletter. Kelly Bishop said that she would help with putting together the survey questions. Further discussion was deferred to the next POWID Executive Committee meeting in Memphis, TN in April 2003.

e. Publicity

Joe Vavrek, Publicity Chairperson, was in attendance at the POWID Executive Committee meeting in Chicago, but did not submit a written report.

Joe discussed some of the on-going publicity efforts to support the upcoming POWID/EPRI 2003 Conference in Williamsburg, VA. From the publicity survey from the POWID/EPRI 2002 Conference in San Diego, Joe explained that our best channels of communication for our POWID Division conferences were 1) our Power Industry Division Newsletter and 2) our Power Industry Division Web site. Joe said Power Engineering magazine was cited in the survey as a close third as a source for information about the Power Industry Division conferences. Joe said that he targets the March/April and the May/June issues of Power Engineering magazine to advertise/promote the POWID/EPRI Spring Conferences.

Joe also noted that EPRI had sent out a call for papers for the Williamsburg POWID/EPRI 2002 Conference on their website and direct mailing lists. POWID has the call for papers in our newsletter that was issued in mid-September and on our web site.

f. Membership

Danny Crow, Membership Chairperson, was not in attendance at the POWID Executive Committee meeting held in Chicago and did not submit a report.

Wayne Holland noted that in the Power Industry Division financial reports passed out and discussed earlier in the Treasurer's Report part of the agenda, POWID membership was 2,522 as of the end of September 2002. This compares with 2,720 members as of the end of April 2002 and 2,223 members as of the end of June 2001. Although we lost some 198 members from the end of April 2002 to the end of September 2002, POWID membership is up approximately 300 members from end of June 2001.

g. Editorial Review

Don Labbe, POWID Editorial Review Chairperson, was not in attendance at the POWID ExCom meeting held in Chicago, and did not submit a written report.

Since the ISA 2002 Chicago Conference & Exhibition was programmed under the new format, the individual ISA Divisions did not sponsor their own sessions. This was coordinated by ISA along various themes including the solicitation and review of technical papers. As a result, papers were reviewed by individuals within POWID who had chosen to volunteer and was coordinated by ISA Conference personnel.

h. Historian

Bob Webb, POWID Historian, was in attendance at our Chicago ExCom meeting but did not submit a written report. Bob verbally reported that he had received all the old POWID historic files from Harold Hopkins during the latter part of 2000. Bob reported that he has not yet finished his review of these files, which are quite extensive. Bob said that he had made up a bibliography to summarize the results of his review, and has plans to scan the more important and interesting documents.

i. Nominating

Roger Hull, as the Past POWID Director, is the Nominating Committee Chairperson. Roger did not submit a written report. POWID Director Gordon McFarland verbally reported there were 31 members currently on the POWID Executive Committee; 9 are utility members.

The ISA POWID MOP (Manual of Procedures) states that the membership should consist of 32 members: 8 vendors, 8 A/Es, and 16 utility members. Director Gordon McFarland emphasized that we needed to fill our one vacant slot with a utility member.

j. Long Range Planning

Ron Hicks chaired the Long Range Planning Committee (LRPC) meeting that was held in Chicago prior to the POWID Executive Committee meeting. Ron reported that the following 4 major items were discussed at the LRPC meeting held earlier in the day:

1. Future POWID / EPRI Conference Locations

Future POWID Conference locations identified during the Jacksonville 2002 LRPC meeting and the San Diego 2002 LRPC meeting were reviewed. The potential sites were listed on a flip chart and the merits of each site were discussed. These sites are listed below:

<table>
<thead>
<tr>
<th>Year</th>
<th>Site</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1998</td>
<td>St. Petersburg</td>
<td>Selected</td>
</tr>
<tr>
<td>1999</td>
<td>Phoenix/Scottsdale</td>
<td>Selected</td>
</tr>
<tr>
<td>2000</td>
<td>San Antonio</td>
<td>Selected</td>
</tr>
<tr>
<td>2001</td>
<td>Orlando</td>
<td>Selected</td>
</tr>
<tr>
<td>2002</td>
<td>San Diego</td>
<td>Selected</td>
</tr>
<tr>
<td>2003</td>
<td>Williamsburg, VA</td>
<td>Selected</td>
</tr>
<tr>
<td>2004</td>
<td>Colorado Springs</td>
<td>Selected</td>
</tr>
<tr>
<td>2005</td>
<td>Nashville, TN*</td>
<td>Candidate</td>
</tr>
<tr>
<td></td>
<td>Savannah, GA</td>
<td>Candidate</td>
</tr>
<tr>
<td></td>
<td>Raleigh, NC</td>
<td>Candidate</td>
</tr>
<tr>
<td></td>
<td>Pittsburg, PA</td>
<td>Candidate</td>
</tr>
<tr>
<td>2006</td>
<td>Las Vegas*</td>
<td>Candidate</td>
</tr>
</tbody>
</table>
The POWID ExCom discussed and approved both the Nashville and Las Vegas nominations.

2. ISA Contract Logistics & Charges for Conference Support Services

At the ISA A&T/I&S Department's Division Leadership meeting held 20 October 2002, ISA staff representatives discussed ISA's financial status, including its reduced workforce support services, and the steps needed to be taken to turn the financial situation around. With respect to Division Symposia support by ISA, the ISA staff has proposed that the amount that ISA "charges" the Divisions for conference/symposia support services be increased to reflect the true level of costs of those services provided. For POWID, ISA staff has estimated that this "overhead cost" to support the 2003 POWID/EPRI Conference is approximately $36,000, and have adjusted the "approved" 2003 Conference budget to reflect this additional cost. This was achieved in part by raising the approved registration fee structure and reducing contingencies.

The LRPC addressed these proposed changes to the charges we receive for ISA staff support for our Division conferences. The immediate good news is that Larry Wells, A&T / I&S Department VP, has made a formal recommendation to the ISA Executive Board to not implement these changes, since Division conference/symposia budgets have been approved.

With Larry Wells' opposition to the Divisions having to absorb these extra expenses to help make ISA financially solvent, the LRPC’s recommendation to the POWID ExCom is to do nothing at this time until we learn what the ISA Executive Board decides. POWID has the option of bidding out the services that ISA staff provides. If adding $36,000 to the POWID conference budget for ISA support services is approved by the ISA Executive Board, then Ron Hicks recommends the following:

Inquire as to what exact services are included in the $36,000 staff support services fee

Compare ISA's scope of services and their costs to that of similar services that could be provided by outside suppliers of such services

3. Communication Chair Proposal

Ron Hicks had previously proposed to the POWID ExCom adding the additional Communication chair position to coordinate the communication needs of our annual conferences. As a past Conference General Chair, and as a Past POWID Director, Ron observed that the communication needs of a conference are divided amongst several chair persons, and the overall effort is not as well coordinated as it could or should be. Ron explained that the Communication Chair position would coordinate the activities of the Newsletter Chair, Publicity Chair, and Web Page Chair and work with the POWID Conference General Chair to coordinate all activities relating to the advertising and publicizing of our POWID Conferences. Ron believes that the effectiveness of how we get the word out on our conferences is the biggest key to having a large turnout.

It was agreed to create a sub-committee to study the POWID organization, including adding the position of a Communication Chair. It was noted that some positions, such as the Honors and Awards Chair, require more effort than others. Director Gordon McFarland said that the creation of a committee did not have to be approved by vote of the POWID ExCom, only its recommendations to make changes to the organization required a vote by the ExCom members. After discussion, the consensus was that the past POWID Director would head up this committee to review the POWID organization. Since Gordon's term as Director comes to a close at the end of the year it was agreed that Gordon would chair this organizational committee. Others that volunteered to work with Gordon were Ron Hicks, Dan Lee, and Cyrus Taft. It was suggested that a meeting be held to begin reviewing our POWID organizational structure as early as the ISA President's Spring Meeting in Memphis in April 2002.

4. New Alliance Partners

Ron Hicks reported that the potential for the ISA Power Industry Division to explore new alliance partners was discussed during the last LRPC meeting. Ron used the partnership with EPRI for our joint annual conferences as an example of successful partnering. Partnering allows POWID, as a Division, to leverage our limited resources. In a brainstorming session by LRPC members, Ron reported that a list of organizations were considered as possible candidates. This list, with comments, was discussed with the POWID ExCom.

EPRI:

POWID needs to maintain and build on this relationship; a sub-committee under Danny Crow has been established to define POWID and EPRI responsibilities for our joint annual conferences.

Vendor Partnerships

A formal relationship that POWID has had with Power Industry Vendors has been limited in the past. One example where vendor sponsorship of our annual conference was successful was our POWID/EPRI
Conference in Orlando in 2001. We had seven vendors who put up $5,000 each to display their banners and place their flyers on a table in front of our conference registration desk. Even though our attendance was lower than we had anticipated, the Conference financial performance was very good, because the loss in registration fees were more than offset by the sponsoring fees from the partnering vendors.

Partnering with DOE (Department of Energy)
Partnering with other ISA Divisions
- Pulp & Paper Division
- Management Division
- Marketing Division
- Smaller Divisions such as Wastewater & Water Treatment

Partnering with Constructors Industry Builders Organization
Dan Lee commented that the POWID Manual Of Procedures would need to be revised to reflect the roles/responsibilities if any group partners with POWID. After some discussions with the Executive Committee members, Ron Hicks agreed to put together a survey form and send a letter to POWID ExCom, and a letter for the POWID Newsletter soliciting input of potential groups POWID could partner with that would foster synergism for both groups.

k. Web Page
Gary Cohee was present at the POWID Executive Committee meeting in Chicago, and submitted a written report. Gary reported that one measure of a website's utilization is the number of "hits" that are recorded. A "hit" represents each time the web site is accessed. Gary said the statistics for the POWID Web site are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Hits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1999 (1st year site was available)</td>
<td>643</td>
</tr>
<tr>
<td>2000</td>
<td>1647</td>
</tr>
<tr>
<td>2001</td>
<td>1748</td>
</tr>
<tr>
<td>2002 (Jan 1 through Oct 18)</td>
<td>2034</td>
</tr>
</tbody>
</table>

Gary also pointed out that you do not have to be a member of the Power Industry Division to access the POWID web page.

l. Professional Development
Tom Stevenson was in attendance at the ISA POWID Executive Committee meeting in Chicago but did not submit a written report. Tom is a member of the ISA Training Certification Board, representing POWID. The Certification Board helps to prepare the technical questions for the Technician Certification Tests, administered by ISA's Professional Development (training) Department. Tom also serves as the POWID liaison for that committee.

Tom gave a brief explanation concerning the PDH certificates we have been awarding at the last three POWID Symposia. Over that time period POWID has given out approximately 560 PDH certificates, awarding 1780 Professional Development Hours.

<table>
<thead>
<tr>
<th>Year</th>
<th>Certificates</th>
<th>PDHs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000</td>
<td>107</td>
<td>321</td>
</tr>
<tr>
<td>2001</td>
<td>248</td>
<td>850</td>
</tr>
<tr>
<td>2002</td>
<td>203</td>
<td>609</td>
</tr>
</tbody>
</table>

Tom explained that the purpose of documenting continuing professional competency credits is to demonstrate a continuing level of competency among professional engineers and certified technicians. Symposium registrants who sign an attendance log can receive certificates for each session attended.

Tom also explained the following:
ISA offers CEUs for training courses. This status is provided through the International Association for Continuing Education and Training (IACET). CEUs are not given for committee meetings or presentations but for defined training courses where skills and objectives are presented, tested, and students are given feedback on their performance.

The CCST (Certified Control Systems Technician) renewal program accepts PD hours to validate a CCST’s time in a technical session expanding his/her knowledge. This can come from on the job training, attending technical sessions, and presenting papers.

Professional Development Hour (PDH) - A contact hour (nominal) of instruction or presentation which is the common denominator for other units of credit.

Continuing Education Unit (CEU) - Unit of credit customarily used for continuing education courses. One CEU equals 10 PDH's.

Tom reported that in addition to the PDH certificates, CEUs would be issued to the attendees of the POWID Conference training courses that ISA conducts. Tom said that a CEU was the equivalent of 10 PDHs for those individuals seeking PDH units as a requirement to maintain their Professional Engineer registration.

VII. OLD BUSINESS
a. Strategic Alliance with Power Industry Vendors

Forming a strategic alliance with Power Industry vendors was discussed at great length during the past POWER Industry Division meeting held in San Diego during the POWID/EPRI 2002 Spring Conference.

Because of the contributions that had come from the sponsoring vendors at the ISA POWID 2001 Conference in Orlando had resulted in the financial success of that Conference despite a low attendance,
there was a favorable desire by the POWID ExCom to develop a longer range strategic alliance with some of the Power Industry vendors to ensure a stable source of Division income without depending upon Division membership dues contributions and POWID Conference profits.

Gary Cohee reported that POWID had significantly fewer sponsoring vendors for the POWID 2002 Conference in San Diego. Bob Hubby said that there was not a significant ground swell of support among Power Industry vendors for a long-term strategic alliance with POWID. One problem noted in the ensuing discussion was that it was difficult to define who was a vendor in today’s environment. The downturn in the economy was also seen as a negative for a vendor wanting to commit to a long-term financial arrangement. It was also pointed out that POWID could offer various levels of a strategic alliance that would be proportional to the exposure to POWID members that a vendor would be guaranteed.

It was decided in the interest of time to review the survey results regarding alliances with other organizations that Ron Hicks had discussed under the Long Range Planning Committee Chair report.

b. EPRI / ISA POWID Long Term Relationship / Conference Co-Programming

Danny Crow is the Chair for the Committee that was formed at the 2001 ISA POWID ExCom meeting held in Orlando, FL. Danny was not in attendance at the POWID ExCom meeting held in Chicago. The committee was to examine the 1992 contract formed with EPRI as a starting point to defining the duties and responsibilities of POWID and EPRI for future ISA POWID / EPRI Joint Conferences.

A draft document was put together to document the discussions and agreements from that meeting. Cyrus Taft said that EPRI had reviewed the draft and was generally satisfied with it. It was decided to bring this topic up at our next POWID ExCom meeting in Memphis in mid-April 2003.

c. ISA POWID & DOE Future Conference Co-Programming

This topic was discussed in the Long Range Planning Committee Chair’s report to the POWID ExCom. Dan Lee, ISA Program Chair of ISA POWID / EPRI 2003 Conference in Williamsburg, said that if he receives a minimum of four (4) papers from DOE by 7 December 2002 for the 2003 Williamsburg Conference, he will set aside one session for the DOE. Dan said if he receives less than four papers, these will be added to other sessions needing papers and there would not be a DOE session.

Bob Webb suggested a memorandum of understanding be written to describe what relationship POWID wants to have with the DOE and define desired out-

d. ISA 2004 PSM & ISA POWID / EPRI 2004 Conference Joint Event

POWID Director Gordon McFarland reported that these events will be held separately, and that there were no on-going discussions with ISA to combine these events.

e. POWID Participation with ISA’s 2nd Annual Conference on NOx Emissions & Source Monitoring, 20-21 February 2003

Richard Arriola, ISA Program Coordinator, reported to POWID ExCom that the call for papers had ended with 10 papers having been received. Richard explained that the first day of the conference will consist of an 8 hour ISA training course on the subject of stack testing. Ten papers are scheduled to be presented during the morning session of the 2nd day, and a panel session is scheduled for the afternoon. The event will be held in the Los Angeles area; 86 individuals attended last year. Richard said the papers will be published by ISA, therefore papers from this conference cannot be made available for use in the POWID / EPRI Joint 2003 Conference in Williamsburg.

Richard suggested that POWID consider co-programming with ISA in 2005 in Nashville with this event.

f. POWID Membership Surveys for Membership Satisfaction and Needs

Three surveys are being proposed.

1. POWID newsletter format: paper copy sent through the US Postal Service or electronic copy sent via e-mail. This survey to determine our membership’s preference would be sent out to all ISA Power Industry Division members.

2. POWID strategic and other alliances with various entities, including various segments of ISA. Ron Hicks has volunteered to create and email a survey form to POWID Executive Committee members.

3. POWID membership needs. This would be a standard survey form that ISA uses periodically to gauge membership needs with some unique survey questions specifically tailored to POWID members. Kelly Bishop is to coordinate the development of the survey form with POWID Director Gordon McFarland. Kelly did not elaborate as to how the survey would be sent out.

g. Web Site Items-Book Lists, Recommended Reading Lists, Etc.

Director Gordon McFarland reminded the POWID ExCom that we need more information of use and value to our membership to post on the Web site.

h. POWID Involvement in District Workshops and Section Meetings
Director Gordon McFarland and Bob Hubby discussed ISA’s desire for the Divisions to work more closely with the local district workshops and become more involved in local Section activities. It was brought out in discussion that we used to get the local sections involved when POWID conducted its Spring Conference. The ISA local section would handle the Spouses Program and the Conference registration. For this effort, they would share in the revenues generated by the Conferences. This practice is not currently practiced by POWID. Bob Hubby suggested that more exposure POWID members have with the local ISA sections and their events is likely to have a positive influence on membership increases.

VIII. NEW BUSINESS

a. ISA President’s Summer Meetings New Format for 2003

Kelly Bishop, ISA Division Coordinator explained that the ISA Executive Board has made the decision to go to a two a year President’s meeting format, instead of the current three a year President’s meeting format. Kelly said the President’s Summer meeting is being dropped due to low attendance and the financial drain on ISA to support this meeting. The President’s Fall meeting will not be affected as it is run just before the ISA Fall Conference and Exhibit in the same location. However, the President’s Winter meeting, usually held in the January/February time frame, will be moved to a later date in the Spring and be called the ISA President’s Spring Meeting.

b. POWID EXCOM Honors & Awards Committee Chairman Vacancy

POWID Director Gordon McFarland announced that Michael Skoncey had volunteered to accept the Honors and Award Chair position being vacated by Roger Hull.

c. ISA Scholarship Endowment Contribution for 2002

POWID Director-Elect Wayne Holland explained that he, along with POWID Director Gordon McFarland and Past Directors Ron Hicks and Bob Hubby had attended the ISA A&T and I&S Department meeting. One of the agenda items concerned the ISA Division Endowment Scholarship Fund. Part of the presentation dealt with which ISA Divisions had contributed to the Fund during 2002 and which Divisions had awarded scholarships from the fund in 2002. The Power Industry Division had contributed $20,000 at the first of 2002 to be matched by an equal amount by ISA. Although POWID awarded scholarships in 2002 through its POWID Achievement Award recipient, the decision was made to pay the POWID 2002 scholarships directly from our POWID reserve fund instead of going to the ISA Scholarship Endowment Fund and reducing our principle. Our goal as a Division is to be in a position to pay our scholarships granted to the Achievement Award winner’s selection of a student(s) of his choice by paying this amount from the interest earned in the ISA Scholarship Endowment Fund.

For 2002, funds from the Division reserve are matched by ISA reserve funds and the sum is placed in an ISA Foundation account that is invested with ISA’s total reserve funds. Once an endowment is established, further donations can be made by the divisions at any time and in any amount.

There remains $185,000 in the Scholarship Endowment Fund 2002 for matching purposes. The ISA Finance Committee will determine the 2003 amount based upon the Society’s finances.

With all this said, POWID Director-Elect Wayne Holland made the recommendation that POWID contribute an additional $20,000 to the ISA Scholarship Endowment Fund for the 2002 fiscal year to come from POWID’s reserve fund. Wayne said that he is proposing this contribution for 2002 for the following reasons:

1. The Scholarship Endowment Fund rules may change in 2003 such that ISA will not match at the 100% level a Division’s contribution.

2. The Power Industry Division’s Reserve Fund has a balance of $46,407 as of the end of September 30, 2002. POWID can certainly afford the $20,000 contribution at this time. With ISA staff proposing to charge POWID $36,000 for their annual conference support services, we may loose money in the future on our conferences, assuming we continue to use ISA for these services.

3. With $40,000 in the ISA Scholarship Endowment Fund, we can fund our future scholarships from this fund without having to touch the principal. Using an interest rate of 10%, our current $20,000 balance in the fund will allow us to provide scholarships of $2,000 annually without reducing the principle in the fund. With a balance of $40,000 in the fund and assuming a fund growth (interest) rate of 10% will allow POWID to award scholarships in the future of $4,000 without reducing POWID’s principal balance in the fund.

The motion for the Power Industry Division to donate an additional $20,000 from the POWID reserve fund to the ISA Division Scholarship Endowment Fund, with the understanding that the $20,000 POWID contribution would be matched by an equal amount by ISA was approved by a show of hands from the POWID ExCom members present.

d. ISA Leader Training on the WEB

POWID Director-Elect Wayne Holland reported on the ISA Web based Leadership Training Opportunities
IX. ISA/POWID CONFERENCES

a. Orlando – July 2001 – Ron Hicks, General Chairman / Rudy Neustadter, Program Chairman

Although attendance at the conference did not meet expectations and projections, due to the $35,000 received from the seven sponsoring vendors, the POWID 2001 Conference in Orlando resulted in a net contribution to POWID’s reserve fund of $21,406.39.

b. San Diego – June 2002 - Gary Cohee, General Chairman / Dan Lee, Program Chairman

Gary praised the efforts and contributions of Richard Arriola and ISA to the success of the Conference. Dan Lee, Program Co-Chair, said that Don Labbe did a great job also in getting all of the papers reviewed in an expeditious manner, of which many were submitted after the deadline. Gary said that Don Labbe’s resources were taxed to make this happen. Gary also wanted to thank Charlotte Clayton for her efforts in setting up the conference with the conference hotel and Matricia Smith and Charlotte Clayton for their support in manning the registration desk.

Gary said the POWID/EPRI 2002 San Diego Conference had one panel session, seven paper sessions, and thirty four papers for publication. Gary said that there were 143 registered attendees at the Conference. Gary reported that the Conference generated a net profit to date of $28,058.54 to POWID’s reserve fund, whereas we had a budget forecast of only $10,242 of net profit. The net profit was higher than expected in spite of the paid registrations being less than expected; expenses were $44,786.46 instead of the budgeted expenses of $71,632.61. It was noted that if ISA had assessed the $36,254.00 support services fee for this Conference, POWID would have lost approximately $8,000 instead of earning $28,058.


Dale Evely was not in attendance at the POWID Executive Committee Meeting in Chicago, but Dale had submitted a written report and Dan Lee presented a summary of that report to the POWID Executive Committee members.

The conference budget submitted to ISA was approved by ISA on 15 April 2002, as submitted. Later in the year before the ISA 2002 Fall Conference in Chicago, ISA notified Dale and Gordon of proposed significant cost increases for the ISA support services for the POWID/EPRI 2003 Conference in Williamsburg. The proposed increase was from $0 in the previously approved budget to $36,254.00 in the revised budget that ISA staff proposed. There was a footnote that ISA would reduce the $36,254.00 amount for ISA staff support services by an amount "as necessary" to prevent a net loss to POWID for conducting the conference. Dale resubmitted the revised POWID/EPRI 2002 Conference budget containing the $36,254.00 expense for ISA Staff Support Services to the POWID ExCom for their review and approval at the 20 October 2002 meeting in Chicago. The budget that Dale submitted included a registration fee structure of $425 for ISA members with late fee assessments and higher fees for non-ISA members and lower fees for students and retirees. Dale also noted there was considerable POWID Executive Committee dissent in raising the ISA member early registration fee from the $375 amount for the POWID 2002 San Diego Conference to the $425 registration fee he was proposing.

After much discussion by the POWID ExCom, there was consensus regarding two aspects of the budget for the POWID/EPRI 2003 Conference, as follows:

1. Not to include the $36,254.00 ISA staff conference support expense in the budget for the ISA POWID/EPRI 2003 Williamsburg Conference.

2. Retaining the early registration fee of $375 for ISA members.

Dan Lee reported that the technical program will include sessions on Economics and Management, Combined Cycle Technology, Plant Optimization, Operational Flexibility, Nuclear Technologies, Environmental, Nuclear Plant Performance, and Emerging Applications. There will also be a tabletop product evaluation event for vendors to display their products. The tabletop event will be held on the first two conference days. The tabletop displays will be open before and after the sessions to encourage session attendance. The Conference will also have training programs. To date, one ISA training course has been scheduled, "Measurement Uncertainty Fundamentals". Other training programs are under evaluation.

d. Colorado Springs, June 2004 – Denny Younie, General Chairman

Denny reported that Charlotte Clayton of ISA was evaluating conference hotels in the Colorado Springs area and had identified at least two hotels that would meet our conference requirements and were in our price range. The best available time frames appeared to be early to mid June, 2004.

Denny said that his immediate need was to find an experienced Program Chair to work with to begin the
process to select a conference program theme and individual session topics. Denny asked for volunteers from the POWID Members present. Also, a Conference budget will need to be put together and submitted to ISA, probably before the ISA President’s Spring meeting in Memphis.

e. POWID 2005 Conference, Location & Date TBD

The potential locations for the 2005 Conference were discussed in The Long Range Planning Committee Chairman’s part of these minutes.

X. ISA TECH/EXPO CONFERENCES

   Marjorie Widmeyer POWID Program Chair

Marjorie reported that the ISA 2002 Conference in Chicago was continuing under the TECH/EXPO format, but most likely for the last time. There were enough unsolicited papers received to have three sessions and POWID committed to ISA for three sessions. The unsolicited papers came in when the conference call for papers went out. Bob Hubby volunteered to be a Session Developer for one of these sessions and Gordon McFarland will serve as the Session Developer for another session. POWID also has a panel session on power plant security issues and Bob Webb will be the Session Developer for that session.

   Don Christopher POWID Program Chair

The ISA EXPO 2003 Conference and Exhibit will return to the old format where the Divisions use their own resources to solicit papers, to review them, and to organize the Sessions. POWID Director Gordon McFarland announced at the POWID Executive Committee Meeting in Chicago that Don Christopher had volunteered to serve as the ISA POWID Program Chair for this event.

c. Houston, Texas, ISA EXPO 2004 Conference & Exhibit; 5-7 October 2004

Due to running over our scheduled time for the POWID Executive Committee meeting, this agenda item was not discussed. A Program Chair will need to be named by our POWID/EPRI 2003 Conference in Williamsburg and a request for a volunteer will be made at our POWID Executive Committee Meeting to be held in Memphis during the ISA President’s Spring Meeting in mid-April, 2003.

XI. Next Executive Committee Meeting

POWID Director Elect Wayne Holland advised that the next POWID Executive Committee meeting will be tentatively held on Sunday or Monday afternoon, 13 or 14 April 2003, from 1:00 p.m. to 5:00 p.m. during the ISA 2003 President’s Spring meeting in Memphis. The next POWID Long Range Planning Committee meeting is tentatively scheduled for the morning of 13 or 14 April 2003, from 11:00 a.m. to 12:00 Noon, and will be held on the same day as the POWID Executive Committee meeting.

POWID Director Gordon McFarland said that his term as POWID Director would end at the end of 2002. He expressed his appreciation and gratitude for all the support he had received over the past two years as the POWID Director. Gordon announced that Gary Cohee’s nomination as the next POWID Secretary/Director-Elect had been approved by ISA.

XII. ADJOURNMENT

The POWID ExCom meeting was adjourned at 5:42 p.m.
The 134th meeting of the ISA POWID Executive Committee was held on 14 April 2003 in Memphis, TN in conjunction with the 2003 ISA President's Spring Meeting held at the Park Vista Hotel in Memphis, TN.

Attendance:
Members Present
Gary Cohee
Wayne Holland
Bob Hubby
Roger Hull
Gordon McFarland
Michael Skoncey
Cyrus Taft
Joe Vavrek

Members Absent
Daniel Antonellis
Jim Batug
Don Christopher
Danny Crow
Dale Evely
Gary Gipson
Ron Hicks
Don Labbe
Daniel Lee
Jason Makansi
Milton Neher
Rudy Neustadter
David Roney
Ramesh Shankar
Robert Smoak
Bill Sotos
Marland Stanley
Tom Stevenson
Bob Szczerbicki
Bob Webb
Marjorie Widmeyer
Denny Younie

Others Present
Charlotte Clayton (part time)
Terry Molloy
Steve Wells

I. MEETING CALLED TO ORDER
Wayne Holland, Power Industry Division Director, called the meeting to order at 1:10 p.m. CDST.

II. INTRODUCTION OF MEMBERS AND GUESTS
Director Wane Holland noted that Bill Palmer has taken over for Kelly Bishop as our Division liaison/coordinator with ISA.

III. APPROVAL OF THE PREVIOUS MINUTES
The minutes of the Power Industry Division Executive Committee meeting held on 20 October 2002 at the ISA 2002 Conference & Exhibition and ISA President's Fall Meeting; Chicago, Illinois had been distributed electronically previously to Executive Committee members. POWID Secretary/Director-Elect Gary Cohee distributed hard copies prior to the beginning of this meeting.

It was note a correction to page 10. DOT is changed to DOE.

The minutes of the Power Industry Division Executive Committee meeting held in Chicago on 20 October 2002 were approved as written by voice vote of the POWID Executive Committee members present.

IV. AGENDA ADDITIONS AND / OR CORRECTIONS
Director Wayne Holland asked the POWID EXCOM members if there were any additions, deletions, or corrections to be made to the meeting agenda, which had been disseminated in a preliminary edition by e-mail and also distributed before the start of this meeting by POWID Secretary/Director-Elect Gary Cohee.

A new Item that was included in Section VIII D to allow Charlotte Clayton to discuss the 2004 POWID conference

Gordon McFarland asked that Vendors and Sponsors for the POWID Conference 2003 be included on the agenda.

V. FINANCIAL REPORT
Roger Hull, Financial Chair, was in attendance and provided the following information

Roger Hull and Wayne Holland noted that POWID had not been credited with an additional $20,000 for a total of $40,000 by POWID into the ISA endowment fund. This fund is matched by the ISA for a total of $80,000 plus interest in the POWID portion of this fund. POWID intends to fund its annual scholarships with the earnings of this fund. Roger Hull is to work with ISA headquarters in resolving this discrepancy. Included under the financial tab are the detail of and resolution after the POWID Memphis meeting.

Both Roger Hull and Wayne Holland brought up the use of POWID Division funds after attending other meeting in Memphis. They noted that the use of POWID reserve monies had to be budgeted and approved the year before by the ISA executive board.
VI. COMMITTEE REPORTS (See Tab “Committee Reports” for reports submitted)
   a. SP67 Nuclear Power Plant Standards Committee

   Bill Sotos, Chairman of SP67, was not present at the POWID Executive Committee meeting and did not submit a written report.

   b. SP77 Fossil Fuel Power Plant Standards Committee

   Wayne Holland, Co-Chairman of SP77, submitted a written report from the SP77 meeting held 20 October 2002 at the ISA 2002 Conference & Exhibition and ISA President’s Fall Meeting; Chicago, Illinois. The minutes include summaries of the status of several of the SP77 active sub-committees.

   Wayne advised that the SP77 Fossil Power Plant Standards Committee was scheduled to meet on Wednesday, 18 June 2003 in Williamsburg, Virginia, during the ISA POWID/EPRI 2003 Spring Conference.

   Wayne also reported that on Thursday, 19 June 2003 the following two SP77 Standards Subcommittees were scheduled to meet: SP77.14 Committee for Steam Turbine Controls; SP77.40 Series for Boiler Control Systems. These meetings were to be conducted in sequence. Most of the SP77.40 Series Subcommittee’s time will be focused on the reaffirmation effort for SP77.41.01, Combustion Controls Standards for Drum Type Fossil Fuel Power Plants. SP77.42.01, Feedwater Controls-Drum Level Measurement Technical Report Subcommittee, which is also active, is meeting. The Sp77.82 SCR Controls Subcommittee will also Meet on Thursday or Friday, 19 or 20 June in Williamsburg.

   c. Honors & Awards

   Michael Skoncey, POWID Honors and Awards Chair, was present in Memphis and submitted information on the facilities award, Service award and Achievement Award. Votes were taken and awards winners will be announced at the awards luncheon on Monday, 16 June 2003 at the POWID conference in Williamsburg.

   ISA Fellow nominations were discussed. Bob Hubby will work with Mike Skoncey on getting POWID members nominated for ISA Fellow. It was noted that to be nominated for ISA Fellow requires you to be a senior member of ISA.

   d. Newsletter

   Dan Antonellis was not present at the POWID Executive Committee meeting, but did submit a written report.

   Gary Cohee summarized Dan’s report to the Executive Committee members as follows: The Winter 2002/2003 POWID Newsletter, What’s Watt, was electronically mailed to ISA Headquarters for publication on 17 January 2003. At this time the newsletter is expected to be mailed in the next two weeks. In Dan’s written report, there is a listing of the sections included in the newsletter.

   For further discussion of future newsletters see section VIII New Business Section A. Electronic Vs. Hardcopy.

   e. Publicity

   Joe Vavrek was in attendance at the POWID Executive Committee meeting in Chicago and submitted a written report.

   Joe discussed some of the on-going publicity efforts to support the upcoming POWID/EPRI 2003 Conference in Williamsburg.

   Highlights of the report
   • Power Magazine is running a full-page complimentary ad in their April and May issues. The April issue will also contain an editorial story on the Conference, written by Rob Swanekamp, Editor-in-Chief of the magazine.
   • We have developed a commercial relationship with Energy Central to issue two mass distributions of an e-mail we worked with ISA HQ staff to create. The first e-mail went out to approximately 60,000 energy professionals the last week in March; the second one will be sent the last week in April.
   • Our POWID Newsletter contains all the information that was available for our Conference at the time it was published. This medium has been our best source of “getting the word out” in the past. A strong contender now may be our website.

   f. Membership

   Danny Crow was not in attendance at the POWID Executive Committee meeting, and did not submit a report.

   Wayne Holland noted that in the POWID financial reports (Section V of these MOMs) indicates that the membership of the Power Industry Division was 2,563 as of the end of December 2002. This compares with 2,522 members as of the end of September 2002.

   g. Editorial Review

   Don Labbe, POWID Editorial Review Chair, was not in attendance at the POWID Executive Committee meeting, and did not submit a written report.

   Steve Wells, sitting in for Dale Evely, reporting on the 2003 Williamsburg conference, noted that 56 paper abstracts had been accepted, 38 papers were submitted for review and 37 papers had been accepted as of 6 April 2003. This is ahead of last year’s numbers.

   h. Historian

   Bob Webb was not in attendance at the POWID Executive Committee meeting, and did not submit a report.

   Gordon McFarland as past POWID Director has taken over as the POWID Nominating Committee Chairman.

   Gary Cohee confirmed that the POWID Executive Committee Membership roster currently reflects 30 members. The ISA POWID MOP (Manual of Procedures) states...
that the membership should consist of 32 members, of whom eight should be vendors, eight should be A/Es, and 16 should be utility members.

There are two vacancies on the POWID Board. Gordon will explore filling the vacancies. Utility members are the priority.

### j. Long Range Planning

Ron Hicks was not in attendance at the POWID Executive Committee meeting. Roger Hull substituted in chairing the Long Range Planning Committee (LRPC) meeting that was held on the morning prior to the POWID Executive Committee meeting. Roger drafted notes from the meeting. An excerpt from the report follows:

Our normal LRP meeting took a diversion with Jim Pearson, ISA Executive Director, attending our meeting. We had some good dialog and exchange of information that will help guide us in the future. Some key issues discussed were:

1. ISA staff support and their direct cost to our Conference budgets. Divisions will have the option to look elsewhere for assistance.
2. Regional Tech Conferences (i.e. NOx) are to complement the Divisions not compete.
3. ISA as a whole has to manage the bottom line and look to allocate their costs as to where they are being used. Staff support, which was free in the past, will now be assessed to various entities. Site selection and staffing are our Symposia will no longer be free. ISA will underwrite the cost over the next couple of years to not hurt our financial picture.
4. The final item worth noting was that the ISA Fall Conference is going to stick to a two-show location, Houston and Chicago. Jim's comment is that you need to pick an anchor location and stick with it to give attendees a sense of knowing when and where you are going to be on a yearly basis. Also the anchor locations will help to have a consistent program.

### k. Web Page

Gary Cohee was present at the POWID Executive Committee meeting, but did not submit a written report.

Gary asked if there were any POWID board member that would like to take over the job as POWID web page coordinator. If so, Gary would work with that individual on learning how to add and delete information to the web page.

Gary said the statistics for the POWID Web site are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Hits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1999 (1st year site was available)</td>
<td>643</td>
</tr>
<tr>
<td>2000</td>
<td>1647</td>
</tr>
<tr>
<td>2001</td>
<td>1748</td>
</tr>
<tr>
<td>2002</td>
<td>2222</td>
</tr>
</tbody>
</table>

The number of hits above is only for the www.isa.org/~powid web site. At present we do not have a counter on the conference web site.

Gary reported the link to the 2003 POWID Williamsburg Conference WEB page is www.isa.org/powersymp. This link will stay in effect for future conferences.

Gary also noted that if any POWID EXCOM member had information that they wanted to display to the POWID membership, all they needed to do was send that information to him in electronic form, and he would post this information on the POWID web page. Gary said that his e-mail address was garycohee@aol.com. Gary also pointed out that you do not have to be a member of the Power Industry Division to access the POWID web page.

### l. Professional Development

Tom Stevenson was not in attendance at the ISA POWID Executive Committee, and did not submit a written report.

### VII. OLD BUSINESS

- a. EPRI / ISA POWID Long Term Relationship/ Conference Co-Programming
  Discussion on this topic will be deferred till the POWID meeting at the Williamsburg conference in June.

- b. POWID membership Survey for Membership Satisfaction and Needs
  Gordon McFarland will get a survey put in the summer electronic newsletter as well as to directly e-mail to the POWID membership.

- c. Web Site Items—Book List, Recommended Reading List, Etc.
  Gary Cohee will take responsibilities for getting a book list on the WEB site. He asked that POWID EXCOM members make recommendations for the list.

- d. POWID Involvement in District Workshops and Section Meetings
  Bob Hubby volunteered to be the POWID Executive Committee Section/Division Liaison. This position has been open since Rick Roop resigned from the POWID ExCom several years ago. Bob will explore ways that POWID can participate in District Workshops and Section Meetings, and discuss POWID's options at out Long Range Planning Committee and POWID ExCom meetings in Williamsburg in June.

- e. ISA's Division Scholarship Endowment Fund
  See “Section V Financial Report” for information on this.

### X. NEW BUSINESS

- a. Newsletter Format: Electronic verses Traditional Hard Copy
  The consensus of those at the POWID meeting was that at least one hardcopy newsletter was needed. Topic highlights:
  1) The issue of the Division newsletters was discussed at the Automation & Technology and Industries & Sciences
Departmental Meeting held on 14 April 2003. In the future, each of the ISA Divisions will need to make decisions regarding how its newsletter is published and what format the newsletter is issued in. In any case, the full cost of ISA staff personnel to support the publishing of the newsletter will be borne by the Divisions and each Division will have to budget from its reserve funds to cover this additional cost. In the past our POWID Division newsletter was one of our largest expenses in our POWID income financial statement, but this expense was mostly for the postage fees and covered only a portion of the costs for ISA to publish the newsletter.

2) A combined Division newsletters on one CD with no limits to content is a one time newsletter offer to be done by ISA with no direct expenses being charged back to the Divisions. ISA’s goal is to have the CD mailed out in time for each Division to promote its programming for the October ISA EXPO 2003 Conference in Houston. The Power Industry Division will take advantage of this opportunity and have an all out effort to get as much of everything we desire to publish in this combined newsletter on a single CD. After this Summer 2003 newsletter, POWID will have to bear the full cost of our future newsletters.

Newsletter publishing options and the cost of the options will be discussed in the next Long Range Planning meeting to be held in Williamsburg. Roger Hull will put this issue on the LRPC agenda.

b. Available Scholarship Funds

Ron Johnson informed Gordon McFarland that POWID EXCOM could decide on whom his $2500 scholarship will go to. Ron was the recipient of the POWID Achievement Award a few years ago and has not selected a student or an institution for the academic scholarship that accompanies the award. Wayne Holland said that he had received an inquiry from a student accompanied by their resume requesting consideration of any scholarship monies that POWID may be distributing. Wayne said that he will forward this request to Michael Skoncey, POWID Honors & Awards Chair, and this can be an issue to be discussed at our POWID Executive Committee meeting to be held in Williamsburg next month.

c. Resignation from POWID EXCOM

POWID Director Wayne Holland announced that Harold Sternberg has retired from ABB as well as the POWID EXCOM Board, effective the end of 2002. The Power Industry Division Executive Board expresses their many thanks to Harold for his years of service to POWID, serving many of those years as our Paper Review Chair. We wish Harold well in his future endeavors. As reported earlier, Harold’s resignation from the POWID Executive Committee leaves thirty members on the Board.

d. 2004 POWID Conference Budget

For the POWID/EPRI 2004 Joint Conference in Colorado Springs, POWID ExCom had to agree to a conference budget by the end of the POWID Executive Committee meeting without the benefit of having our Conference General Chairman Denny Younie present. Charlotte Clayton provided a paper copy of the revised 2003 POWID Conference budget and proposed 2004 POWID Conference budget dated 13 April 2003 for our upcoming POWID Executive Committee meeting. These budget numbers were reviewed and discussed at our POWID Long Range Planning Committee meeting and our POWID Executive Committee meeting. Jim Pearson, ISA Executive Director, was a visitor at our Long Range Planning Committee meeting and Jim had given us an overview of the changes taking place as to how ISA was doing business and how this impacted the Divisions. The ISA staff support services that the Divisions received to help plan and run their annual conferences would no longer be subsidized in the future, beginning with the Conferences planned in 2003. ISA had revised the submitted and previously approved conference budgets for the 2003 Division conferences, including our POWID / EPRI Joint Conference in Williamsburg. These budgets had been revised since the meetings held during the ISA 2002 Conference and Exhibit and ISA President’s Fall Meeting in Chicago and essentially had not been communicated to the Division Leadership.

Wayne Holland was asked for an adjusted 2004 budget by ISA for Tuesday, 15 April.

After much discussion, there was consensus to set the average registration fee at $425 with an estimate of 141 attendees. An addition $15,000 in revenues were agreed to come from Conference sponsoring vendors and tabletop exhibits. On the expense side of the budget, the only adjustment made was to lower the cost of audiovisual equipment from $6,000 to $2,000. The thought here was that we can furnish our own audiovisual equipment instead of using the conference hotel audiovisual equipment. The motion to approve the proposed adjusted budget was approved by voice vote of the POWID Executive Committee members present.

XI. ISA/POWID CONFERENCES

a. San Diego, June 2002—Gary Cohee, General Chair / Dan Lee, Program Chair

Gary Cohee, POWID 2002 San Diego Conference General Chair, reported that the conference had earnings of $28,058.

b. Williamsburg, Virginia, 15-20 June 2003—Dale Evely, General Chair / Dan Lee, Program Co-Chair / Ray Torok, EPRI Program Co-Chair

The 2003 ISA Power Industry Division/EPRI Joint Conference will be held 15-20 June 2003 at the Woodlands Hotel in Williamsburg, Virginia. Dale Evely is the Conference General Chair and Dan Lee is the ISA Conference Co-Program Chair. Dale Evely was not in attendance at the POWID Executive Committee Meeting, but submitted a written report.
Steve Wells was present in the absence of Dale and gave his report.

The technical program consists of nine session over a 2½ day conference. All sessions have active session developers and the program includes one keynote speaker (Dr. Amin), six paper sessions, one panel session, and one paper/panel session.

The number of abstracts submitted and accepted is ahead of last year’s numbers. As of April 6th the paper status is as follows:

- Number of abstracts accepted: 56
- Number of papers submitted for review: 38
- Number of papers accepted: 37

Three different training classes have been offered but only one is a part of the ISA Training Division’s purview. Each of these individual classes will be provided if sufficient pre-registration is received by 28th May.

A tabletop product education event is included in the 2003 conference based on standard ISA staff guidelines for such events. The tabletop event will be held on June 16 and 17 and will not be open during conference sessions but will be open before and after those sessions. There is space for approximately twelve tables in the room that will be used for this purpose; this is also the room where the continental breakfasts and the Tuesday lunch will be served.

c. Colorado Springs, June 2004—Denny Younie, General Chair / Cyrus Taft, Program Chair

Denny Younie is the ISA General Chair for the ISA POWID 2004 Conference to be held in Colorado Springs, at the Doubletree Hotel. Denny was not in attendance at the POWID Executive Committee meeting in Memphis, and did not submit a written report. Denny had informed Wayne Holland that the Doubletree in Colorado Springs, had been selected as the conference hotel, and that Cyrus Taft had accepted the position as ISA Program Chair.

See Section VIII D—2004 POWID conference Budget.

d. Nashville 2005, Hotel & Date TBD

Nashville has been selected for the 2005 POWID conference. Charlotte Clayton said she was checking into Conference hotels. Some selections will be presented at the next long range-planning meeting in Williamsburg. The next step is to select a Conference General Chair and ISA Program Chair.

e. Las Vegas 2006, Hotel & Date TBD

Las Vegas has been selected for the 2006 POWID conference. Charlotte Clayton said she was checking into Conference hotels. Some selections will be presented in the next Long Planning Meeting in Williamsburg. The next step is to select a Conference General Chair and ISA Program Chair.

X. ISA TECH/EXPO CONFERENCES


Marjorie Widmeyer POWID Program Chair

There were three POWID sessions in Chicago. Bob Hubby, Gordon McFarland & Cyrus Taft served as Session Developers/Moderators.

b. Houston, Texas, ISA EXPO 2003 Conference and Exhibit; 21-23 October 2003

Don Christopher POWID Program Chair

Don was not in attendance at the POWID meeting, but did send a report. Gary Cohee summarized the report as follows.

Don Has put together three sessions with a total of eleven papers. The session developers will be Danny Crow, Roger Hull and Don Christopher.

c. Houston, Texas, ISA EXPO 2004 Conference & Exhibit; 5-7 October 2004

This Conference location was changed from New Orleans to Houston by ISA. A candidate to be the POWID Program Coordinator was discussed. Danny Crow will be Program Coordinator for this conference. Roger Hull volunteered to be a session developer for this conference.

XII. Next Executive Committee Meeting

POWID Director Wayne Holland advised that the next POWID Executive Committee meeting will be held on Sunday afternoon, 15 June 2003, from 1:00 p.m. to 5:00 p.m. during the POWID 2003 Conference in Williamsburg. The next POWID Long Range Planning Committee meeting is tentatively scheduled for the morning of 15 June 2003, from 9:00 a.m. to 12:00 noon, and will be held on the same day as the POWID Executive Committee meeting.

XII. ADJOURNMENT

The POWID Executive Committee meeting was adjourned at 5:15 p.m.