



New Orleans Section, Inc.

Setting the Standard for Automation

February 2016
The Current Pneusletter



Next Section Meeting

Date	Tuesday 2 February
Place	Don's Seafood 4801 Veterans Blvd. Metairie, La.
Time	Social hour 6:00–6:30 p.m. Program and dining at 6:30 p.m.
Price	Member—\$25 Student—\$10
Click to RSVP	isanolaneworleans@gmail.com
Pav in advance	Regular: Click here to pay in advance on PayPal. Student: please pay at the meeting. You do not need to have a PayPal account to use this link.

Note the venue change
to
Don's Seafood Restaurant

These links are “hot.”
Try them out to find
out what’s going on!

Valve Response—Truth or Consequences? Gregory K. McMillan

New Orleans section is pleased to feature as its speaker for its February meeting Mr. Gregory K. McMillan. His topic is Valve Response—Truth or Consequences.

The control valve is the primary means of affecting the process to keep process variables at their desired operating points by changing flows that are the process inputs. We often assume the valve moves when the controller output tells it to move. This is often not the case. The advent of smart positioners has helped but in some cases even the best positioners are lying to us as to actual valve response and position because of the actuator and valve design.

Here we look at test results and develop criteria as to whether a valve response will meet the needs of the application with the hope that these will be included in the ISA 75.25 Standard and Technical Report. An overview of actuator and valve designs that are the source of fundamental problems will be provided. Finally, PID options and tuning adjustments will be offered that help diagnose and minimize the consequences of valve response limitations. Top ten lists will be used for comic relief and to help prevent weeping and gnashing of teeth.



Greg is a retired Senior Fellow from Solutia Inc. During his 33 year career with Monsanto Company and its spin off Solutia Inc, he specialized in improving loop performance, controller tuning, valve dynamics, opportunity assessments, dynamic simulation, fermenter control, pH control, and reactor control. Greg is the author of more than 80 articles and papers and more than 20 funny and serious books.

Greg is an ISA Fellow and received the ISA “Kermit Fischer Environmental” Award for pH control in 1991, the Control Magazine “Engineer of the Year” Award for the Process Industry in 1994, and was one of the first inductees into the Control Magazine “Process Automation Hall of Fame” in 2001. Greg was honored as one of *InTech*’s 50 most influential innovators for advancing automation and control technologies and received the ISA Life Time Achievement Award in 2010. Greg was the program committee chair for ISA Automation Week 2011. Greg is a part time consultant at MYNAH Technologies.

The section will award one PDH to attendees licensed by the Louisiana Professional Engineering and Land Surveying Board for attendance of this presentation. ■

SECTION OFFICERS 2015–16

President Brad Vicknair (985) 351–7981	Webmaster Wayne Welk (504) 734–6237
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Newsletter Editor Larry Iverson (504) 813–6972	Arrangements Chairman Mike Benbow (504) 836–8976

President's Message

Brad Vicknair
President

ISA New Orleans Section

Ph.: (985) 351–7981

bjvicknair@ra.rockwell.com



Fellow members,

I want to start off by thanking everyone who attended and helped to make the annual section honors and awards banquet a success. It was a great event and I enjoyed spending time with all who attended. I also want to extend another “Thank You” to all the award winners for their continuous support for the New Orleans section.

The ISA New Orleans Executive Committee has been hard at work trying to improve the local ISA experience. With the new year we are launching a new and improved website to help carry on the mission of the section. Some of the enhancements include better access to information, a search bar, links to social media accounts, the ability to share our voice via a blog format, etc. The new website for the New Orleans section is: <http://neworleansisa.org/>. We will continue to enhance the content and features to make it a valuable resource to our members. Please make sure to check it out, and feel free to give us your feedback and suggestions to help us with the evolution of this valuable resource.

Finally, I want to remind everyone that our next meeting will be on Tuesday 2 February 2016. The meeting will be held at a new location, Don's Seafood in Metairie, La., due to the relocation and temporary closing of Smilie's Restaurant. Our guest speaker will be Mr. Greg McMillan and we will be discussing Valve Response Timing. I am looking forward to seeing everyone at the meeting.

Sincerely,

Brad Vicknair, President
ISA New Orleans Section, Inc.

Articles & Announcements

Articles and Announcements

Submit an article or announcement to *The Current Pneusletter* to Larry Iverson via lhiverson3@att.net.

Deadline

Materials must be submitted by the 10th day of the month

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Sponsors

Please contact our Marketing Chairman, Dean Bickerton, for more details and availability regarding future sponsorship with the ISA New Orleans Section beginning in the fall.



New Orleans Section, Inc.

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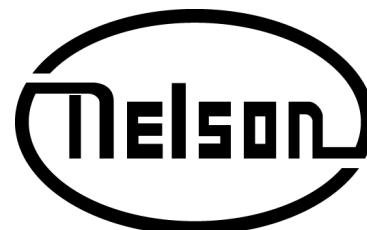
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Champion Technology Services, Inc., was founded in 2000 with a main focus in industrial automation and control systems integration, and has since expanded that focus to include wireless communications and data management. Most automation projects include the design, fabrication, integration, installation, commissioning, and follow-up maintenance of control systems using the latest DCSs, PLCs, HMI, and hybrid systems. Our telecommunication services include tower maintenance and path surveys. Champion has eight offices spread throughout Louisiana, Texas, Utah, and Colorado and serves customers in the surrounding states and throughout the country. When it comes to technology, "we've got it under control!!" Visit champtechnology.com/.

2015–16 Honors and Awards Banquet



It was the evening of Friday 15 January. The scene was the Southern Yacht Club's Small East Dinning Room, overlooking Lake Pontchartrain and its iconic white light house. The event was New Orleans Section's annual Honors and Awards Banquet.

About 50 members, family, and friends gathered over dinner to socialize and to help recognize those selected by the Honors and Awards Committee to receive commendation awards.

Guest speaker Nick Sands, CAP, P.E., ISA Fellow, ISA Vice President of Standards and Practices, and the Society's representative to the event, described the Society's long-time advocacy of technical standards. Just four years after its founding, ISA released its first standard in 1949. Nick described the origins of standards, their evolution, and present-day applications. His presentation captivated spouses and friends alike. His inspiring command of the topic clearly signaled the importance of the Society's standards and practices portfolio.

In its first award of the night, the section recognized Steve May for serving as section President during its 2014–15 operating year.

This year the section altered its usual practice of awarding a distinguished service award to only one individual and one company. This year, the section recognized two individuals and two companies.

Executive Tax Services LLC and M S Benbow and Asso-

ciates received the Distinguished Corporate Award. The citation on their respective plaques reads as follows: "In recognition of their extraordinary contributions and continued support of ISA and their members in upholding their vision, value and ideals of the Society."

Mrs. Judy Phillipott accepted on behalf of her company, Executive Tax Service. She had provided exemplary service to the section year after year.

Mike Benbow accepted on behalf of M S Benbow & Assoc. MSB&A, too, has provided extraordinary support to the section for many years by providing people and facilities in support of section activities.

The section awarded Bill Brock and Larry Iverson this year's Distinguished Service Award. The citation on their respective plaques reads as follows: "Recognition of outstanding service and dedicated contributions to ISA and its members."

Bill has participated in numerous section elected office positions, from pre-presidential track offices, President, and to post-president positions. He remains very much engaged, currently serving as Secretary and as keeper of the section's Manual of Operations and Procedures.

Larry has been newsletter editor since 1994, having retired from the position for approximately three years, then returning to carry on in the position. He also serves as chairman of the Historian and Publication Committees.■

Society Announcements

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Setting the Standard for Excellence

Call for volunteers —Greater New Orleans Science and Engineering Fair

The Greater New Orleans Science and Engineering Fair (GNOSEF) is being held on Wednesday 24 February 2016, and needs judges. The fair, which has served the area for over 50 years, continues to grow with over 300 students participating this year. The fair will be at the University of New Orleans (UNO) Human Performance Center at 2000 Lakeshore Drive and is open to 6–12th grade students in Orleans, Jefferson, St. Bernard, and Plaquemines parishes. Please consider judging for GNOSEF on that date.

The judging schedule is the same as in the past:

- 8:00–8:30 a.m.—Judges check-in (continental breakfast served)
- 8:30–9:00 a.m.—Judges Orientation
- 9:00 a.m.–noon—Official Category Judging (all students will be standing by their projects)
- Lunch will be provided starting at 11:30 a.m. during the deliberations.
- 12:30–3:30 p.m.—Grand Award Judging (senior division students will be standing by their projects from 1:00–2:30 p.m.)

Your participation is needed both to identify the best students to continue to the next level but also to encourage all of the participants to remain interested in science. For some students this may be the first time that they have actually had a chance to meet and talk with a STEM professional. If you are not available in the morn-

ing, we will need judges to determine the Grand Award winners from the top two projects in each division. This judging starts at 12:30 p.m. with orientation over lunch.

For the Senior Division judging, we need judges with at least an undergraduate degree—this includes graduate students. Those without an undergraduate degree, but with some coursework or training, may judge the junior division. This includes undergraduates and those who work in STEM areas but do not have a degree. All of the students will be with their projects and will be eager to show you their work.

If you can volunteer as a judge, please sign up here: <http://gnosef.tulane.edu/judgeform.cfm>.

Note that The International Science and Engineering Fair has updated their categories so many of the categories that the GNOSEF is using are different/edited from previous years. Please take this into consideration when choosing the categories that you are able to judge. There is also an opportunity on this form to let us know if you are interested in us sharing your contact information with local schools who are seeking judges for their fairs being held next week.

If you are not available to judge, other volunteers are needed over the course of the 3-day event, 23–25 February 2016. Information about other volunteer positions can be found here: <http://gnosef.tulane.edu/volunteerform.cfm>. ■

Tulane Engineering Forum—Friday 15 April 2016 Offering 8 PDH credits, including 1 ethics credit

The program includes a Morning Plenary Session, Luncheon Keynote and Ethics Presentation, plus four concurrent sessions to choose from.

Luncheon Keynote by NASA Astronauts Karen Nyberg, Ph.D., and Douglas G. Hurley (Col, USMC, Ret.).

Concurrent sessions covering a broad range of engineering disciplines, with topics such as New Orleans infrastructure, coastal protection and restoration, the future of energy including renewables, the oil and gas industry, chemical industry, and aerospace. Case studies

and current regional projects of scientific and engineering interest will be featured and discussed.

The program's features include: nationally acclaimed speakers; underwritten by 60+ companies; 600 engineers are expected to attend; Tulane student research posters; and K-12 robotics demonstrations.

The program will be held at the New Orleans Convention Center, 8:15 a.m.–5:00 p.m. Click [here](#) for early bird registration. Click [here](#) for the program schedule. Click [here](#) for sponsorship opportunities.■

ISA New Orleans Section, Inc.



This month's safety topic—CO Poisoning

[Editor's note: Each month's meeting of the Executive Committee features an agenda item titled "Safety Topic." Unfortunately, while the newsletter reports these important topics, they have been buried in the minutes of the preceding month's meeting. The section President prepares the topics and reads them near the beginning of the meeting. The practice of including a safety topic during the meeting began a few years ago. The topic is presented in its entirety as a featured story in the newsletter.]

February's safety topic—CO Poisoning

According to a new study by the Federal Centers for Disease Control and Prevention, the first month of the year is the worst for carbon monoxide poisoning. At least two people die each day from carbon monoxide poisoning in January—three times the fatality rates recorded in August and July. Unintentional carbon monoxide exposure accounted for 15,000 emergency room visits annually between 1999 and 2004, with an average of 439 people dying each year.

Fatalities were highest among men and senior citizens: Men because they are engaged in more high-risk behaviors such as working with fuel-burning tools or appliances and seniors because they are likely to mistake the symptoms of CO poisoning (headaches, nausea, dizziness, or confusion) for the flu or fatigue.

It should come as no surprise that CO deaths are the highest in winter (December is the second highest month). Cole weather increases the use of gas-powered

furnaces as well as the use of risky alternative heating and power sources (portable generators, charcoal briquettes, propane stoves or grills) during power outages. It's also understandable that the highest CO death rates are in colder states: Nebraska, Wyoming, Alaska, Montana, and North Dakota. By contrast, California has the lowest fatality rate.

With these sobering facts it's a good time to remember the following safety tips to prevent CO poisoning:

- Have your heating system, water heater and any other gas, oil, or coal-burning appliance inspected and serviced by a qualified technician every year.
- Install battery-operated CO detectors on every level of your home.
- Don't use a generator, charcoal grill, camp stove, or other gasoline- or charcoal-burning device inside the home, the basement, the garage, or outside the home near a window.
- Don't burn anything in an unvented stove or fireplace.
- Don't let a vehicle idle inside a garage attached to a house, even if the garage door is left open.
- Don't heat a house with a gas oven.

If a CO detector sounds, leave your home immediately and call 911 from outside. Seek prompt medical attention if you suspect CO poisoning and if you or someone in your household is feeling dizzy, light-headed, or nauseated.■

ISA New Orleans Section 2015–16 Program and Meeting Schedule

Date	Topic	Speaker
Tue. 2 Feb.	Valve Response—Truth or Consequences?	Gregory K. McMillan, ISA Fellow
Tue. 1 Mar.	Asset Utilization and Management of Change	Mark Morse, Rockwell Automation
Tue. 5 Apr.	Cyber Security	TBD
Tue. 3 May	Energy Management and Sustainability	TBD

Ardis Bartle elected District 7 Vice-President-Elect

James Haw, District 7 Nominator, announced in a 19 January email message that Ardis Bartle had been elected to the position of District 7 Vice-President-Elect for the period 2016–17. During this time, she will work closely with our current District 7 Vice-President, James

Young, in providing support and guidance to the district leadership. At the end of her term, she will automatically transition into the role of District 7 Vice-President for the term 2018–19.

Ardis Bartle is President of Apex Measurement and Controls.■

Advanced Polymer Monitoring Technologies, Inc., CEO Alex Reed named to Forbes 30 Under 30

New Orleans, La., January 8, 2016. Advanced Polymer Monitoring Technologies, Inc.'s, or APMT, co-founder and CEO, Alex Reed, was named to the Forbes 30 under 30 list in the Manufacturing/Industry category. APMT is based in New Orleans, La., and has shipped patented analytical instruments that support product development and real time monitoring of production for two major industries, polymeric materials and biotechnology. The focus of the company is to reduce production costs, improve product quality, enable more efficient use of energy, non-renewable resources, and to reduce emissions and other pollutants, while enhancing worker safety.

Dr. Bill Bottoms, APMT's Chairman said, "Alex has led APMT since its founding, assembling a core team of engineers, completing development of initial offerings for two product lines and qualification of APMT's Automatic Continuous On-line Monitoring of Polymer reactions (ACOMP) at a major polymer manufacturer. All this was accomplished with operating funds from customers and contracts. This is what entrepreneurs aspire to but few ever accomplish."

APMT was also recently recognized as one of the 29 inaugural NOLA100 companies in 2015. This is a group of 100 companies going into the New Orleans tri-centennial in 2018 considered to be leading the local entrepreneurship movement.

"Being a part of this technology spin-out of Tulane University's Center for Polymer Reaction Monitoring and

Characterization has been very interesting," said John E. Koerner, III, an emeritus member of the Board of Tulane and an early APMT investor. "Commercialization of technology discovered and developed through science and engineering is an extremely important activity for supporting economic development in New Orleans and Louisiana, especially innovation in a key sector for the state like chemical manufacturing. The team at APMT, led by Alex, has done a tremendous job in taking the company through some very solid early successes."

Alex Reed said, "This is a tremendous honor made possible by the years of hard work on the part of many extremely talented individuals, especially our team at APMT, Inc., and the very dedicated team at Prof. Wayne Reed's laboratory at Tulane University over the years. This means a lot to all of us and is a direct tribute to what a great team, great technology and persistence can accomplish. I very much look forward to see what the future holds as we continue working together."

Advanced Polymer Monitoring Technologies, Inc. develops, manufactures and distributes products and services for the real time monitoring and control of polymer reactions across all synthetic and natural polymer sectors from R&D through high volume industrial production. For more information, please visit www.apmtinc.com.■



Meeting Minutes, Executive Committee ISA New Orleans Section, Inc.

5 January 2016

Present

Brad Vicknair Toby Miller
Larry Iverson Mike Benbow
Brandon Carey Roger Reedy
Dean Bickerton Robert Terrell
Bill Brock

Not Present

Wayne Welk Ram Rama-
Jose Suarez chandran
Steve May Nat Muthaiah
Mike Williamson

Call to Order

President, Brad Vicknair, called the meeting to order at 5:06 p.m.

Quorum

A quorum was not achieved.

Safety Topic—Frostbite and Hypothermia

Brad Vicknair presented a safety moment on carbon monoxide poisoning. [Editor's note: Please refer to p.6 for the complete transcript of the safety topic.]

Review & Approve Agenda

The agenda was approved.

Review & Approve Previous Meeting's Minutes

The Executive Committee meeting minutes from the 1 Dec. 2015 meeting were presented.

Review Communications from the Society

The Society advised that it does not plan to implement the Microsoft SharePoint for section use. Also, a spreadsheet sent out via email by the Society was specifically meant for international sections that purchase multiple new memberships or renew multiple memberships at one time. These were not meant for our sections to fill out and return.

Review Communications from the Society

Bill Brock established communications with the president of the non-profit organization, Greater New Orleans, Inc., Michael Hecht and will be meeting with its Vice President, Grady Fitzpatrick. The organization has contacts with automation and software companies in the metropolitan area. The purpose is to exchange information and to develop a greater membership base. Bill will be meeting with the representatives on 15 Jan. 2016.

Announcements

None.

Report of Officers & Committee Chairs

President's Report

No report. The Executive Committee reminded the President that the quarterly report needed to be submitted to the District 7 Vice President.

President Elect's Report

No report.

Vice President's Report

No report.

Past President

No report.

Next Meeting

Executive Committee

Tuesday 2 Feb. 2016, 5:00–6:00 p.m.

Don's Seafood Restaurant

Secretary's Report

Bill Brock reported that he had conducted a comprehensive review of the MOP and submitted a proposal for revisions of the MOP for the Executive Committee meeting a week prior the meeting. His proposed revisions were compiled to rectify deficiencies including the following: omissions of duties and job descriptions, clarity of language, cohesion of responsibilities, and establish processes for annual administration changes.

Dialogue was held with the Publications Chairman on the MOP over the holiday period. The Publications Chairman continued the discussion, which can be found under his report below.

Treasurer's Report

Bill Brock reported for the Treasurer that he had met with Treasurer Nat Muthaiah on Monday 28 Dec. 2015 before he traveled out of the country. At that time, Bill exchanged financial paperwork collected from the Executive Committee for the records. Nat informed Bill that Jose Suarez gained possession of the section checkbook at the October monthly meeting. Dean Bickerton advised that he had paid for the October and November monthly meetings. Bill paid for the December monthly meeting expenses and was given additional receipts and invoices from board members that needed to remit. Bill obtained the checking account number at the Monday 28 Dec. 2015 meeting in order to activate the section debit card for future monthly meeting payments. In the meantime, Jose informed Bill he would be out the country as well and would provide the checkbook for payments on 8 Jan. 2016.

Bill advised that he would submit a payment to the Society for the Don Iverson Scholarship Fund approved by Executive Committee in the amount of \$2,000 for the years 2014–15 and 2015–16.

Additionally, Dean advised that payment to Wells Fargo for the section's liability insurance was due. Bill stated that he had exchanged email messages with the representative of the insurance company and an extension was provided at least until the 18 Jan. when the Treasurer stated he would return. Bill stated that he had attempted to make electronic payment for the insurance invoice but was informed it could not be accomplished in that manner. Bill plans to meet with Jose on the 8 Jan. 2016 to obtain the checkbook and make payment for it at that time as well.

Larry inquired about the status of the section tax preparation in light of the 15 April deadline. He inquired if the proper information had been provided to the section's tax preparer. Bill stated he would further inquire of the tax

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preparer before the next meeting. Roger Reedy advised that an organization qualifying for the 503(c) status is required to make a tax filing on 15 Oct. of the year it was made.

Student Section Liaison Report

No report.

Education Chairman Report

Brad Vicknair reported that a meeting was held in the afternoon attended by Robert Terrell chairing, himself, Bill Brock, and Wayne Welk prior to the Executive Committee meeting in order to prepare for the education seminar in April.

Bill provided copies of the agenda/plan for the board to review. The agenda would include a 1½-hr. morning session on threats to ICSs, followed by a 1½-hr. session on analysis of risks. Lunch could be centered around the author of the recent ISA book on cyber security, and hopefully, he would be the keynote speaker for the event. The afternoon would be a 1½-hr. session on defense in depth measures, followed by a 1½-hr. case study or town hall panel for questions and answer session.

With a ½-hr. break for lunch and ¼-hour breaks, starting at 8:00 a.m., only 6 PDH's could be awarded to attendees.

Several speakers for each session were being lined up and to be included in the panel. Also the group discussed tabletop exhibitors be invited as sponsors.

Dean advised that a two-day event with more subjects on the topic of cyber security would be explored. This would provide for 12 possible PDH's and not cram everything into one day, with the possibly of generating more revenue. The program possibly would be conducted Tuesday, with the monthly meeting held on the cyber topic that night. This would be followed with a Wednesday program. Executive Committee members expressed the opinion that the two-day plan would provide more opportunities. The price would double with a discount being offered to Society members. A review of the location of the M S Benbow training room with capacity for 60, would be able to accommodate the proposed tabletop exhibit. If the number of people attending the event exceeds 60, then an alternate venue for the exhibit could be entertained.

The Executive Committee agreed the time frame for developing the program and speakers for the seminar should to be completed by 15 Feb. This would provide time for advertising and notifications to gain the most attendees.

Arrangements Chairman Report

Mike Benbow reported that the owner of Smile's Restaurant stated that the property was purchased recently and the restaurant would be moving a few blocks up Jefferson Hwy. The owner noted that the new location would be large enough to continue hosting the meetings. However, the schedule for completion of the new facility would probably not be known for the Feb. meeting with the existing building possibly under demolition at the

time. A number of the Executive Committee members made a brief inspection of the new location before the meeting. Executive Committee members voiced concern about the status of the Feb. monthly meeting's location and it was decided to look for another location for the that meeting so that members would receive plenty of notice.

Program Co-chairmen Report

Roger Reedy reported that Gregory McMillan, who is a Solutia retiree and an ISA Senior Fellow, has agreed to present on an instrument valve topic for the Feb. meeting. Roger will provide the abstract, bio, and photo as soon as he receives it.

Brad pointed out that due to the spring seminar topic of cyber security, which will be held in April, that the Feb. program will be moved to April. He noted that the information in the newsletter needed to be corrected to reflect this. March would be on the topic of "Asset Utilization and Management of Change" by Mark Morse. The topic of the May meeting would continue to be the topic of "Energy Management and Sustainability" possibly and presented by Richard Roth. Porter Luke would be a possible alternative speaker.

Honors and Award Chairman's Report

Dean reported for Ram Ramachandran that there were, thus far, 15 RSVPs for the banquet. Also, he reported that the committee had selected the honors and awards recipients for the year. Promotions via the membership chair for the banquet would be made by the end of the week. Bill would post this on social media as well.

Historian's Report

No report.

Marketing Chairman Report

Dean reported he would have the corporate sponsor sign prepared in time for the Honors and Awards banquet. He stated he had one outstanding payment due from W S Nelson for the corporate sponsorship and would resubmit the invoice.

Newsletter Editor's Report

Larry Iverson requested all articles, minutes, pictures and other information for newsletter be submitted by 20 Jan. for the Feb. edition.

Membership Chairman's Report

Dean Bickerton reported that he would be supplying an updated roster email list to the newsletter editor.

Exhibit Chairman's Report

No report.

Webmaster's Report

Dean Bickerton reported for Wayne Welk that the Society micro site for the section has proved to be hard to work within, very limited in what can be accomplished, and cumbersome for the section webmaster. The Houston Section, which was the beta site for the Society to develop the micro site and the subsequent user manual, has abandoned the Society's micro site. The webmaster has identified a site, which would cost the section \$100 annu-

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ally, and would also be using EventBrite to publish event notifications. Bill motioned to pay the \$100 annual fee for the new website; Mike Benbow seconded. The motion passed unanimously.

Standards & Practices Chairman's Report

No report.

Publications Chairman Report

Larry Iverson continued the discussion on the MOP's need to be more than just revised and updated. He noted the dialog he had with the section Secretary and from information he obtained from David Bishop.

The MOP's history is that, prior to 1989, there was no MOP guiding the section, including the time frame from incorporation in 1977 and before that, even. David Bishop wrote the original MOP from scratch with the assistance of his secretary. Since that era, the Society has crafted job descriptions for section leaders; they are posted on the Society's web site.

Larry requested permission to replace not only existent and out of date materials in the MOP with materials available from the Society—when those new materials do not conflict with established section practices—but also to have carte blanche to revise the MOP so that it could be used more easily to provide information for Executive Committee members in governing the committee and the section. As important, a revised MOP could be promoted as a *guidebook in being* to encourage recruitment of prospective officers by “selling” the advantages of having the MOP's guidance.

He stated he would be working closely with the Secretary in accomplishing these objectives, especially with the policies and procedures.

Delegate's Report

No report.

Nominating Committee Chairman's Report

No report.

Old Business

Items in red are past due/time critical/needs immediate attention and items in black need timely attention.

1. MOP revisions and changes.
2. **Treasurer's report.**
3. Fall Leadership report.
4. **Past President or Executive Committee needs to make selection of nominees for next year's board.**
5. **The Marketing Chairman to send out a request for nominees to the members.**

New Business

Items in red are past due/time critical/needs immediate attention and items in black need timely attention.

1. **Robert Terrell to chair the April cyber security seminar program and work with Brad, Bill, and Wayne to develop a plan, invite speakers, and develop program.**
2. **Dean to provide new corporate sponsor sign.**
3. **Brad to submit Quarterly Reports.**
4. **Bill to meet with Jose and remit payments, including new website, Don Iverson Scholarship, and liability insurance.**
5. **Bill to correspond with tax preparer on status of section tax return.**
6. **Bill to meet with GNO Inc. on 15 Jan. 2016.**
7. **Dean to promote the banquet by end of current week.**
8. **Bill to post the banquet on social media.**
9. **Dean to supplying an updated roster email list to the newsletter editor.**

Time & Date of Next Meeting

The next meeting of the Executive Committee will be on Tuesday 2 February 2016 at 5:00 p.m. at Don's Seafood, 4801 Veterans Blvd., Metairie, La.

Adjourn Meeting

Mike Benbow motioned to adjourn the meeting; Robert Terrell seconded. The meeting was adjourned at 6:05 p.m. with a unanimous vote.■



New Orleans Section, Inc.