

ISA

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North Texas Section

Meeting: North Texas ISA Section Planning Meeting

Chairman: Manoj Yegnaraman (Education Chair)

Recorder: Manoj Yegnaraman (Education Chair)

Date/Time: Thursday, December 18, 2017 – 12:00 noon 1:00pm (Central Time Zone)

Location: Carollo Engineers, 14785 Preston Road, Suite 170 (Signature Exchange Conference Center), Dallas, TX 75254

Remote Connection: Join WebEx meeting Join by phone
Meeting number: 804 205 147 Call-in toll-free number: 1-866-9099493 (US)
Meeting password: yPyzAuP9 Call-in number: 1-917-8933312 (US)
Conference Code: 737 289 9293

Distribution: All meeting attendees plus:
Kevin Patel, Bobby Brooks, Marcus Rasco, John Peckham, Rob Spencer, Manoj Yegnaraman, Nawaz Akhtar, Kamran Khan

Attendance: Open meeting, all interested parties are welcome

Attendees (write-in additional as needed):

[illegible]



MEETING AGENDA

Note: We have a lot of items on the agenda to get through; we only have 60 minutes. Time limits for items will be strictly adhered to.

#	Start Time	Duration	Description	Goal	Person Responsible
1	12:00pm	0:00	CALL TO ORDER	--	Patel
2	12:00pm	0:05	Introductions	Info	Patel
3	12:05pm	0:02	REVIEW AND APPROVAL OF AGENDA	Revise / Adopt	Patel
4	12:07pm	0:03	Membership Report	Info	Khan
5	12:10pm	0:05	Newsletter Report -Method to communicate to our members -Fall 2017 newsletter sent out -call for articles -call for advertising	Info	Patel
6	12:15pm	0:05	Future City Competition -ISA Sponsorship of "Excellence in Automation" -Volunteers needed (Patel, Brooks, Khan have offered) -First judging event takes place on January 27, 2018	Info	Patel
7	12:20pm	0:05	2018 Technical Seminar Planning -Ideas on topics or volunteers or we can get an ISA speaker -Select date for next seminar	Discussion	Yegnaraman
8	12:30pm	0:05	2018 Golf Tournament Planning -Date selected -Location selected -Details	Info	Brooks
9	12:35pm	0:10	Plant Tour Planning -Ideas for possible plant tour -Select date for plant tour	Discussion	Yegnaraman
10	12:45pm	0:05	CAP Training -Manoj working on details to host a training course -Location and contract status	Info	Yegnaraman
11	12:50pm	0:05	Scott Kalmus Scholarship -Rob Spencer to provide update on scholarship announcement	Info	Spencer
12	12:55pm	0:05	New business		Patel
13	1:00pm	0:00	NEXT MEETING -Thursday, March 8, 2018	Info	Patel
14	1:00pm	0:00	ADJOURNMENT	--	Patel