



Minutes of Automated Component Handling Committee (ACH)

3 April 2008 Brown Hotel Louisville, KY

ACH Committee's scope:

Develop and maintain engineering standards and publications for tap, reels, magazines, trays, etc. for handling components in production. Also, provide technical input to US national positions on related international standards issues and proposals.

Attendees:

First	Last	Company
Damon	Pietronigro	Jabil
Gonzalo	Herrera	Jabil
James	Adams	3M
Henry	Sipes	Samtec Inc.
Ray	Bloom	Advantek
Joe	Biernacki	Stackpole Electronics
Bill	Aldeen	Nu-Way
Ralph	Justus	EIA/ECA
Doug	Laven	V-TEK, Inc.
Scott	Carter	Tek Pak, Inc.
Steven	Kummerl	Texas Instruments

1. Call to order

The meeting was called to order at 8:00 am.

2. Membership & Attendance – Introductions

Introductions were made by the attendees, and a quorum was present.

Suggestion to make minutes and other correspondence available sooner by an email

3. Approval of Agenda

Motion to approve the agenda was made by Mr. Aldeen and seconded by Mr. James Adams. Motion was passed with no opposition and no abstentions.

4. Approval of September 27, 2007 minutes

Motion to approve the agenda was made by Mr. Aldeen and seconded by Mr. Sipes. Motion was passed with no opposition and no abstentions.

5. Correspondence

No correspondence was reported by any committee members.

6. Report from ECA--Ralph Justus

Mr. Ralph Justus presented the ECA Board's position regarding its Strategic framework, new logo discussion and the guiding mission to promote domestic and international growth innovation and technology. Mr. Justus also reported that EIA has received re-accreditation from ANSI in February 2008. Voting procedures and committee membership issues were also discussed in his presentation.

Mr. Scott Carter stated that the ACH committee should try to re-establish a relationship with IEC regarding harmonization between the two groups. Mr. Aldeen agreed and suggested that the work the EIA-468 Task Force has done could be a way to work closer with IEC.

7. Sub-Committee & Working Group Reports

7.1 Snapshot of current projects and documents—Scott Carter

Mr. Carter voiced a concern that older revisions of EIA-481 documents can still be obtained by the public. He asked that a system be put in place to insure that the Website is kept updated with the current revision. An action item was made for Mr. Justus to check IHS's practices to maintain lower revision documents. Mr. Justus will review this issue and discuss his findings with Mr. Carter.

7.2 Update on disposition of EIA-481-A, EIA-481-1, EIA-481-2, EIA-481-3, EIA-783, and EIA-784

Mr. Carter stated that it should be clear that certain documents supersede older revisions, and should be dispositioned accordingly. An action for Mr. Justus will be to check the status of archiving EIA-726 EIA-763 and ACH 2000. It was suggested by Mr. Herrera that a watermark is added to older documents to state the disposition of the document. EIA-481-D should be the only document available at a lower cost and without a watermark. Mr. Carter mentioned that it may be important to gather the demographics on what documents sell from other groups. Mr. Justus will also look into this and report back to Mr. Carter.

7.3 Update on archival of ACH-2000

See above comments

7.4 Update on archival of EIA-726 (PN-5128) and EIA-763 (PN-5129)

Mr. Carter stated that these standards need to be removed due to the work completed in 481-D. This will be an action for Mr. Carter to contact Mr. Justus to ensure the removal of these documents.

7.5 Update on Polarized Component Orientation Bulletin

Mr. Carter also mentioned that this bulletin needs to be removed due to the work completed in 481-D. This will also be an action item for Mr. Carter to contact Mr. Justus to ensure the removal of this bulletin.

7.6 Update on ballot to reaffirm EIA-296 (PN-5131)—Coler

Action item: Mr. Justus will review if this document has, or can have a reaffirmation date.

7.7 Update on publication of EIA-704—Carter

Mr. Carter stated that a copy of this newly published document was sent by mail to committee members for review.

7.8 EIA-468 Task Force (PN-5132)--Bill Aldeen

Mr. Aldeen reported that the task force for EIA-486 (Radial Tape and Reel) has sent its draft copy to Mr. Justus for approval for ballot. Mr. Justus stated that this task force could also review the comments as a Resolution Group. This information could be used to develop proposed actions and any further comments could be sent back to Mr. Carter for approval. Any changes regarding comments may prompt a recirculation ballot based on the Task Force's findings.

As a side note, Mr. Aldeen mentioned the addition of acknowledgments of the Task Force members as well as the location of this acknowledgment should be included in documents going forward. It was also mentioned that a correction to the Members of the Automated Component Handling Committee needs to be made. Currently it states 'Automatic Component Handling Committee'. Mr. Aldeen will also review the list of names of committee members of the last two meeting for acknowledgment purposes.

7.9 Small Width/Pitch Task Force (PN 5081)—Discussion of IEC TC40/WG36 proposal for 4-mm wide x 1-mm pitch tapes—Charles Gutentag

Mr. Charles Gutentag was not present at the meeting; however, Mr. Carter made contact with Mr. Gutentag and reported that any work done on this topic appears to be on hold. The group had no update from the Helsinki meeting. Mr. Carter stated that this committee will keep this as an open agenda item and report back any activity. Mr. Carter will look into obtaining the Helsinki meeting minutes to see the results of the purposed standard.

7.10 ACH Application Guide--Status Report--Sipes

Mr. Sipes handed out a hard copy of the ACH – Application Guide. Mr. Sipes stated that he did not receive any information regarding other packaging mediums from committee members. Mr. Sipes also mentioned his concern regarding the life of ESD properties of materials and the confusion of the various standards available. He will research this topic and report back to the group to see how it can be added to the ACH Application Guide. Mr. Carter will work with Mr. Justus and Cecilia Yates to get a location back on the ECA website, so comments to be posted.

7.11 Update on ballot SP-5173 for update of EIA-481-C to EIA-481-D—G. Herrera

Mr. Herrera presented the update on the balloting of 481-D and resolution to any comments. He reported that there were no major changes only editorial changes along with the acceptance of all comments. It was decided to ensure that Figure 1 and Figure 2 (pages 6 and 7) have color added to the document. Action item for Mr. Justus to alert IHS regarding color call outs in EIA – 481.

The committee reviewed the ballot comment notes and accepted the changes made by the Comment Resolution task force to 481-D. Based on the comments being editorial in nature, the committee accepted the changes and agreed that a recirculation ballot would not be necessary. A motion was made based on the attached comment notes to accept the comments of the Comment Resolution Task Force. It was reported that the one disapproving balloter had been notified of the Committee's decision to decline the change request and that the balloter had acknowledged the Committee's decision in accordance with ECA/EIA rules. A motion was made to approve and publish EIA-

481-D as amended by the Comment Resolution Task Force (meeting notes attached to these minutes as Appendix 1), by Mr. Herrera and seconded by Mr. Adams. Motion was approved unanimously, with no opposition and no abstentions.

8. Guest Presentation

There was no guest presentation.

9. New Business

Discussion to assemble an informal Task Force to investigate ESD issues as well as the status of EIA-541, volunteers include, Mr. Sipes, Mr. Adams, and Mr. Steven Kummerl of Texas Interments.

10. Old Business

9.1 Update on tape splicing results/guidelines--David Carey (Intel)

Mr. Carey was not present at the meeting; however, it was suggested by Mr. Carter to keep this as an open action item.

9.2 Method of measurement for “wavy tape”--Mr. Sipes and Mr. Carey

It was suggested to drop this topic from the agenda and revisit it if there is future concern brought back to the committee.

9.3 Author names on ACH standards.

Mr. Justus commented that other standards groups do not add acknowledgements based on possible legal ramifications. A motion was made to add two categories for ACH standards acknowledgement, who contributed to the standard and the voting members of the ACH committee.

Motion was made by Mr. Aldeen and seconded by Mr. Sipes. Motion was passed with no opposition and no abstentions.

9.4 Marketing and new membership update—Brochure on ECA website, Guest speakers, Workshops

Mr. Justus suggested that the new EIA’s marketing person to work with this committee to profile most recent accomplishments. Mr. Carter asked the committee members to find ways to invite guest speakers back to the meetings. He also mentioned the importance of conducting workshops. Mr. Justus suggested that this be done at the next engineering summit. He also mentioned that the committee should not just limit its focus on the engineering summit and look into other venues such as industry shows like APEX. Mr. Aldeen volunteered to present EIA-468 and Mr. Herrera to present 481-D at the Fall Engineering Summit meeting. It was discussed to block off Wednesday before the Thursday ACH meeting for workshops and seminars.

Other marketing ideas discussed by the committee are as follows:

- Mr. Carter mentioned the importance of having a joint meeting with the IEC TC40/WG36 group.
- Working closer with IEC
- Marketing of the brochure on the website

- Mr. Kummerl suggested it might be good exposure for the ACH committee to look into converting 481-D into a second language. Mr. Justus will contact IHS to see if they have the ability to translate and market second language documents.
- Mr. Carter will contact Mr. Paul Freidrich to get the minutes of the last IEC TC40/WG36 meeting and the schedule of the upcoming meeting.

11. Future Meeting

The next meeting will be held during the Fall ECA Engineering Summit in Salt Lake City, UT on October, 6-9, 2008. The ACH committee meeting will be held October, 9 with a potential workshop occurring on October, 8.

12. Adjournment

Motion to adjourn was made by Mr. Joe Biernacki, seconded by Mr. Ray Bloom. The motion carried with no objections.

This meeting was conducted in accordance with the EIA Legal Guidelines and the Manual of Organization and Procedures.

Scott Carter
Chairman

Doug Laven
Secretary