



**Minutes of Automated Component Handling Committee
(ACH)
30 April 2009 Chateau Bourbon, New Orleans, LA**

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.

1. Call to order

Mr. Scott Carter called the meeting to order at 8:10 am. Mr. Doug Laven went on record to acknowledge that even though some members were present via WebEx, a quorum was present. Mr. Bob Willis concurred that a quorum was present.

2. Membership & Attendance – Introductions

First	Last	Company	
Bob	Willis	ECA	In person
Scott	Carter	Tek Pak	On line (WebEx)
Doug	Laven	SCC	In person
Bill	Aldeen	Nu-Way	In person
Ed	Bishop	Taylorreel	In person
Joseph	Biernacki	Stackpole	In person
Lanney	McHargue	Murata Electronics	In person
Guy	Driggers	ISI	On line (WebEx)
Gonzalo	Herrera	Jabil	On line (WebEx)

3. Approval of Agenda

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

4. Approval of October 9, 2008 minutes

Motion to approve the October 9, 2008 meeting minutes was made by Mr. Aldeen and seconded by Mr. Biernacki. Motion was passed with no opposition and no abstentions.

5. Correspondence

Mr. Carter reported correspondence from 2 companies (Advantek and Molex), and these inquiries were added as new business agenda items (9.1 and 9.2). Additionally, there were ongoing questions from companies regarding orientation.

6. Report from ECA

Mr. Willis reported that the committee will see a report in the next 30 to 45 days regarding recent changes at ECA. He also thanks the group for taking part in the meeting today. Mr. Willis also reported ECA is in discussion with Tech America, (the old American Electronics Association (AEA)), regarding a possible merger to bring benefits and resources to both organizations. Mr. Willis mentioned that EIA standards will stay in tact and the ACH committee's work with ANSI will continue.

He continues to say that the merger will take place sometime in July 2009. This merger will open this committee up to a wider scope of support and bodies as well as many other companies that are currently a part of Tech America. As a result of this merger we should see more resources with minimum impact. We will also have this technology to meet via WebEx along with online voting capabilities.

Mr. Willis reported that Mr. Ralph Justus is no longer a part of ECA. Mr. Willis and Ms. Cecelia Yates will continue to work together until a manager can be hired. The duties of this manager will be to work on the mechanical issues regarding standards development.

7. Sub-Committee & Working Group Reports

7.1 Snapshot of current projects and documents

Mr. Carter reported the committee is up-to-date on sub-committee activity regarding points 7.1 through 7.3 with the exception of some archiving. It will be important for this group to review the 'tray standards' next year. In order to accomplish this, the ACH committee will need information regarding archiving from EIA.

Standard Number	Description	Pub. Date	Status	Project Number
EIA-296-F	REEL PACKAGING/COMPONENT WITH AXIAL LEADS	2000	Reaffirmation expected in 2008	PN-5131
EIA-468-B	LEAD TAPING OF COMPONENTS IN RADIAL CONFIGURATION-	2008	Publication of Rev C expected in 2008	PN-5132
EIA-481-D	8-200 mm EMBOSSSED and 8-12 mm CARRIER TAPING	2008	Published in 2008	SP5173
EIA-704-A	Mechanically Interlocked Component Packaging	2007	Recently Published	PN-5130
EIA-726	8 mm Taping for Components Smaller Than 2.0 mm x 1.2 mm	1997	To be archived	PN-5128
EIA-747	Adhesive Backed Punched Plastic Carrier Taping	2006	Just Published	PN-5147
EIA-763	Bare Die and CSP Taped in 8 mm & 12 mm Carrier Tape	1998	To be archived	PN-5129
EIA-948	Component Tray for Automated Handling	2004	Active	
EIA-960	Assembly Component Tray-ACT	2005	Active	
EIA-705	Guidelines for ACH2000	1996	Active	
ACH2000	Registered New Technologies	1998	To be archived	
	Small Width/Pitch Taping Guidelines		Under Development	PN-5081
	ACH Application Guide		Under Development	

7.2 Update on archival of ACH-2000

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

7.4 Update on Polarized Component Orientation Bulletin--EIA/ECA CB20 needs to be removed from ECA website. Mr. Carter mentioned the removal of EIA/ECA CB21 is an administration issue. The ACH committee will ask to have the Polarized Component Orientation Bulletin – EIA/ECA CB21 removed because to EIA 481-D addresses this topic making EIA/ECA CB21 a redundant document. Mr. Carter will contact the ECA office for approval of document removal. Motion to remove EIA/ECA CB21 from the ECA website was made by Mr. Aldeen and seconded by Mr. Ed Bishop. Motion was passed with no opposition and no abstentions.

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

Mr. Carter expressed his concern regarding this item having no activity as well as being on the agenda for the past 2 meetings. Mr. Carter will meet with Mr. Coler and Ms. Yates to establish a plan to address this issue. Mr. Carter also mentioned he was unsure if EIA-296 (PN-5131) has gone out for ballot. Mr. Aldeen asked if Ms. Yates can be contacted to access the most current information regarding the ballot to reaffirm EIA-296 (PN-5131). Mr. Carter will send the information request to Ms. Yates.

7.6 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. Carter reported that Mr. Gutentag met with the TC40 WG36 group in Japan. It is unclear if Mr. Gutentag is interested in continuing his work on this task force. Mr. Carter asked the group if there are any volunteer who would like to work on this task force. Mr. Laven mentioned that more information may be needed before new committee members continue working on this task force. Mr. Aldeen informed the group that he could not find anyone working with this tape from his industry calls. Mr. Lanney McHargue has also reported no activity in the use of this tape. Mr. Carter requested this item remain on the agenda and he will look into the status of 4-mm wide ape. Mr. Carter stated the ACH committee will table this issue until it is evident there is more of a need for this size and type of tape and contact can be made with Mr. Gutentag.

Action item 4_30_09 a: Mr. Carter will investigate where the IEC is with 4-mm wide x 1-mm pitch tapes for the next meeting.

Action item 4_30_09 b: Mr. Carter will contact Mr. Gutentag to see if he is still interested in working on this task force or if he has any updated information.

7.7 ACH Application Guide--Status Report--Sipes

Mr. Carter mentioned that Mr. Henry Sipes appears to be inactive this year and not be able to head-up this project. Mr. Aldeen confirmed Mr. Sipes circulated a draft copy of the ACH Application Guide last year and is now inactive with our committee. Mr. Aldeen went on to say that a version of this document has been in existence for around 5 years.

Mr. Carter asked for a volunteer to take over the ACH Application Guide. He requested that a committee member work with Henry to help out on this project. Mr. Laven will contact Mr. Sipes to obtain the most current revision document. Mr. Bishop asked what the objective of the Application Guide is. Mr. Carter mentioned that it is an aid to people new to the industry to help with the technology as a 'How- To' publication. Mr. Laven asked if any of the other committees have documents such as the ACH Application Guide. None of the members present at the meeting, are aware of similar documents. This committee will review the current draft once a copy is obtained from Mr. Sipes.

Mr. Biernacki asked if the committee should step back and do a gap analysis to see what is really in place and what is needed. Mr. Aldeen suggested this document be an on-going work that is supported by everyone. Mr. Laven stated that this document be a type of FAQ on the EIA web site. Mr. Guy Driggers mentioned this document is a way to move people to a particular standard, a way to point people in the right direction. Mr. McHargue agreed with Mr. Driggers and added that it needs to be simple, 'we are going from this product to this product, what do we need and what is our governance for that'?

Mr. Carter liked the idea of a FAQ section and Mr. Driggers said the FAQ section can act as a pointer to send people to get the answer or to even ask a question. Mr. Driggers asked if all these documents are controlled and if it can be purchased like EIA 481-D. Mr. Carter requested that the group start by circulating the draft copy this quarter to get FAQs from the members. Mr. Laven added that the group could start by using the EIA 481-D table of contents as a start. Mr. Laven and Mr. Bishop will work on this project to gather information.

8. Guest Presentations

None

9. New Business

9.1 EIA-763 Review—Advantek

Mr. Carter reported that Advantek did contact him after the last meeting to ask when EIA-763 would be archived. Advantek reported in correspondence to Mr. Carter that it has interest in addressing EIA-763 due to issues regarding tolerances. Mr. Carter assured the group that archived documents would still be available for sale to the public. He suggested to Advantek that if they feel there are problems with the standard, they should be addressed. Mr. Carter mentioned this may be a new project the ACH committee and that Advantek would need to take the lead on any revision proposals for EIA-763.

Action 4_30_09 c: Mr. Carter will see if Advantek will agree to take this on as a new project to revise it as an active standard. Mr. Carter will open this discussion back up with Advantek to see if they will agree to take on as the lead role of the task force. Mr.

Carter stated that we will not officially open this up as a new project until Advantek agrees to participate. We will then contact the ECA to request a project number.

A motion for Advantek to develop a proposal to revise EIA-763 was made by Mr. Laven and seconded by Mr. Biernacki. Motion was passed with no opposition and no abstentions.

9.2 Proposal for split peel force requirement for EIA-481-D—Molex

Mr. Carter reported that Molex made a proposal for a split peel force requirement due to their concern if one side is weaker than the other could result in problematic tape peel back and component feeding. Discussion took place between Mr. Laven, Mr. Driggers and Mr. Aldeen regarding a split test on wide and small tape. Mr. Laven asked if this belongs in the EIA 481-D standard or in the ACH application guide. He went on to say, if it is a part of EIA 481-D, should it mention 3 pull tests that includes a split test?

Mr. Driggers added that the split test should just be made a requirement to alleviate any problem readings. Mr. Carter suggested that a split peel force recommendation may be appropriate for Section 4.14 of EIA 481-D.

A motion to create a project to review and recommend to ACH to incorporate a separate seal testing option in EIA 481-D was made by Mr. Aldeen and seconded by Mr. Bishop. Motion was passed with no opposition and no abstentions.

Action item 4_30_09 d: Mr. Laven and Mr. Aldeen will work together along with Molex to define language for a note to be placed in section 4.3 regarding split peel force test. Mr. Laven will contact Mr. Carter for Molex contact information.

9.3 Strategic Planning for the ACH Committee.

Mr. Carter mentioned that he and Mr. Aldeen discussed various strategic planning tools such as the SWOT (strengths, weaknesses, opportunities, threats) analysis exercise. Mr. Laven mentioned that to conduct a successful SWOT analysis it might be best for a larger group to take part in one location. Mr. Carter stated that he would like to see the SWOT exercise take place at the next meeting. Mr. Carter would also like to have an email sent out to alert committee member to give some thought regarding their views for the next meeting. He will also send along the definition of SWOT to the committee members. Mr. Laven asked if the newly appointed EIA staff person could facilitate the exercise. Mr. Carter will investigate our options for a meeting facilitator.

Mr. Aldeen pointed out that it would be beneficial for the committee to conduct the SWOT exercise via the WebEx tool to ensure good attendance for those members unable to travel. Mr. Driggers and Mr. Aldeen mentioned the importance of having all committee members take part in the strategic plan as well as it will be a great way to reconnect with our committee. Mr. Aldeen suggested that thoughts from the members could be solicited for the meeting along with Mr. Carter's email regarding the SWOT details. Mr. Laven agreed and asked if the letter should also go out to past committee

members. Mr. Carter agreed to solicit ideas from active and inactive committee members in his letter.

Mr. Carter asked Mr. Willis if the merger with Tech America will influence the timing of our meeting. Mr. Willis stated that we should not be influenced by the merger and move forward with our strategic planning session. Mr. Carter would like to have some ground work established by the end of June and asked how a wider audience could be identified to participate. Mr. Laven mentioned that committee members could forward names to Mr. Carter before we call on past members or contacts. Mr. Carter stated that he will review past minutes to get names. Mr. Carter also mentioned that he would like to keep the whole month of June open to start the discussion process.

Action item 4_30_09 e: Mr. Carter will send an email out to members to agree on a meeting date and time. Instructions for the SWOT exercise will then be sent out regarding our goals of the meeting and mission. Mr. Laven asked to have the mission statement included in the email to help committee members organize their thoughts for the SWOT analysis.

10. Old Business

10.1 ESD task force—Sipes, Adams, Kummerl

Mr. Carter reported that the committee lost traction on this item. The intent is to identify the situation and if we want to keep going on this issue. If so, we will need volunteers, because we cannot depend on Mr. Sipes to take part. Mr. Aldeen asked if ESD is a part of the ACH committees' mission. Mr. Carter replied by saying yes, there could be feeding problems do to electrostatic affects. Mr. Carter mentioned that EIA-541 has been around for 20 years and ESD is addressed in 4.7 of EIA 481-D. Mr. Aldeen stated that we need to make sure EIA-541 is a valid standard. Finding out which group this standard belongs to will also be a mission of this committee. Mr. Carter will keep this as an open item for the next meeting.

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

Mr. Carter reported that Intel has no result to share at this time. He also requested to have it removed from the agenda and we will wait until they have something to report back to the committee.

10.3 Marketing and new membership update—ECA website, Workshops, possible IEC TC40/WG36 joint meeting

Mr. Carter mentioned that marketing will be a big part of strategic planning and will address any issues pertaining to membership.

11. Future Meeting

During ECA Fall Engineering Summit October 5-8, 2009 in Savannah, GA.

12. Adjournment

Motion to adjourn the meeting was made by Mr. Laven and seconded by Mr. Bishop.

Motion was passed with no opposition and no abstentions.

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

Scott Carter
Chairman

Doug Laven
Secretary