

Ethylene Producers' Committee Meeting Minutes – August 22nd, 2013

Following are the minutes of the August 22, 2013 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel (formerly Renaissance Greenway Plaza Hotel), in Houston, TX.

Minutes prepared by Paul van Helmond.

1. Attendance

Present - Toby Darbonne, David Gent, Michael Kennedy, Aivars Krumins, Ravi Lal, Michael Moran, David Mullenix, Robert Nussbaum, Tom Pickett, Walter Postula, Rick Prickett, Richard Rolke, Jonathan Sterne, Michael Tallman, Jack Tindel, Paul van Helmond, Sasha Vragolic & Tim Zygula

Not present - Jake Berret, Jeff Edwards, Sanjeev Kapur and Greg Yeo.

The updated EPC member contact list appears in **Attachment 1**.

[The contact list also includes attendance records since 2008. The attendance records are utilized by the Nominating committee in accordance with Bylaw Article III, Section 6]

2. Call To Order:

Chairman Michael Tallman called the meeting to order at 6:00pm.

Vice Chairman Paul van Helmond read the Antitrust Statement:

“No activity of the Committee shall involve the exchange, collection or dissemination of information among competitors for the purpose of bringing about or attempting to bring about any understanding or agreement, written or oral, formal or informal, express or implied, among competitors with regard to costs, prices or pricing methods, terms or conditions of sale, distribution, production quotas or other limitations, on either the timing, or volume of production, or sales, or allocation of territories or customers.”

The meeting agenda was published in advance and appears in **Attachment 2**.

3. Five Minutes on Safety:

Tim Zygula presented a safety moment about a methane release incident on a malfunctioning block valve in a fuel gas double block and bleed system. The slide that was presented is enclosed in **Attachment 3**.

4. Approval of Previous Meeting Minutes:

Approval of the minutes of the June 6th meeting proposed by Michael Moran, seconded by David Mullenix, approved unanimously.

5. Treasurer's Report:

Michael Kennedy presented the account overview of the General Fund, Knowledge Management Fund as well as the CD's of the Knowledge Management Fund. Balances as well as transactions are shown, see **Attachment 4**.

Mike also reports that our tax-exempt organization's annual required financial report was filed with the IRS.

6. 2014 Program Chair Report

Walter visited the New Orleans conference hotel on August 20 to select rooms for our sessions and session break and coordinate with AIChE for the 2014 conference.

Walter's presentation (see **Attachment 5**) provides information regarding location of hotel and our session rooms, sizes and capacities of the session rooms and break room and a very preliminary session and paper count.

7. 2014 Program Vice Chair Report

Michael Moran has contacted New Orleans' visitor bureau and a visit is being planned for September to see/select restaurants. A suggestion was made to look at the restaurants visited for the conference held in 2008.

8. Subcommittee Reports

Safety – Robert Nussbaum reported

Has good leads on six papers and there are no concerns in not being able to pull together a good session. Chair and co-chair will be Rick Swain and Anne Balinsky. There is a possibility of a second session combined with Technology about auto refrigeration.

The second session on auto refrigeration leads to discussion. There are several sub-committees considering to focus in this field. Question is whether we should bundle our resources. Robert Nussbaum will take the lead.

Environmental – Walter Postula reported

Two meetings of the sub-committee have been held. They have two good leads on papers and also are revisiting papers that were not presented last year. There will be one paper session.

Operations – Jake Berret (note present) reported to Michael Tallman prior to meeting requesting Michael to provide the update in the meeting:

Six papers ready. Maybe next year a special session on auto refrigeration. chair and co-chair request the passwords for Confex site. Walter explains this is still in progress with AIChE and he will update all chairs and co-chairs.

Maintenance – Paul van Helmond reported

The subcommittee had two meetings since June 6. There are six paper leads. The sub-committee is planning on one paper session that will most likely be furnace centered

Technology & Fundamentals – Tim Zygula reported

Fundamentals – two good leads on papers.

Technology – plans a reactor type tutorial session combined with auto refrigeration, metallurgy and other design considerations

Process Control – Sasha Vragolic reported.

The process control sub-committee is contacting academia as it is interested in research area. The sub-committee is still light on specific leads for papers. There are four conceptual ideas from industry and 1 or 2 from academia.

Rotating Equipment – Michael Tallman reported.

One or two sessions are being planned. Same chairs and co-chairs as last year (Michael Sicker and Dennis Shepherd) The sub-committee is looking into the topic of changes from light to heavy feed. The sub-committee has many members from operating companies from remote locations and would like to add new members from operating companies.

Feedstock – Tom Pickett reported

Planning on one session with same chair as last year (Mark Brayden). They will target five papers and have two abstracts in hand. There is no specific theme (yet). The sub-committee has a meeting scheduled for next week.

There is a contaminants database that was issued a few years ago, but this is not on-line. Are there plans to include it in our paper database? Answer is affirmative and we will try to accomplish along with the up-load of the 2013 conference papers.

Knowledge Management – Michael Tallman reported.

Uploading – we have a proposal from Omnipress ready for signature. Goal is to have all conference papers up-loaded before next meeting. Not accomplished hold on two confidential notes.

Knowledge management (Greg Yeo) discussed the topic of how to capture the permission to publish authorization in case we or AIChE uploads papers with Lauren Deitch at AIChE. Lauren was asked to come up with an idea prior to uploading of papers for the 2014 conference.

9. **BREAK**

10. **Nominating Committee Report**

Michael Tallman reports.

A suggestion is made to make a change in the by-laws (Article VII sections 2 and 3) regarding voting procedures for member selection on the knowledge management and nominating committee. Current voting rules are not very specific. Suggestion is to say "majority vote" instead of "vote". Exact wording and modification is shown in **Attachment 6**. Motion was made to approve by David Mullenix, seconded by Mike Moran and unanimously approved.

Jake Berret (Williams) has requested a leave of absence. The nominating sub-committee recommends that we exempt Jake from our rule that all members shall attend as a minimum 50% of the EPC meetings per Article III section 6 of our by-laws. Jake intends to resume in early 2014. Aivars Krumins made motion to approve, seconded by Paul van Helmond and unanimously approved.

11. **Old Business:**

- A. 2013/2014 Meeting dates – Reminder only. We maintain the meeting dates as previously agreed. Dates are included in **Attachment 7**.
- B. Knowledge Management Sub-Committee Charter – The sub-committee recommends no changes from last year's charter which was shown during the meeting and is included in **Attachment 8**. Motion to approve was made by Michael Moran, seconded by Sasha Vragolic and unanimously approved.

- C. EEPc – Present NOx Subcommittee Results – EEPc requested some of our papers. They also wanted our presentation from Dane Grenoble. Dwight Hines will present. This sounds like a good idea, EPC supports this.
- D. Knowledge management excess funds – A hand-out was prepared by KM committee and distributed to all members present and also included in **Attachment 9**. Members are requested to review and be ready for discussion during our Oct 10 meeting.

12. New Business:

CSB requested our papers on auto refrigeration and the minutes of meeting of our past Committee Meetings. We transferred papers and minutes of meeting to AIChE for them to distribute to CSB.

13. Review Action Items List

See actions summary listed on last page of minutes

14. Next Meeting:

The next meeting will be at 6:00 pm October 10th, 2013 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

15. Adjournment:

Chairman Michael Tallman adjourned the meeting at 8 pm.

ACTIONS SUMMARY

[illegible]