

Ethylene Producers' Committee Meeting
Minutes – December 10th, 2015
FINAL

Following are the minutes of the December 10, 2015 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Sasha Vragolic

1. Attendance

Present – Rick Beleutz, Toby Darbonne, Bala Devakottai, Sanjeev Kapur, Aivars Krumins, Gene Osborne, Tom Pickett, Walter Postula, Richard Rolke, Mark Schmidt, Micheal Smith, Paul van Helmond, Sasha Vragolic, Greg Yeo, and Tim Zygula.

Not present – Neil Amedee, Jake Berret, Jeff Edwards, David Gent, Ravi Lal, Jonathan Sterne, and Michael Tallman.

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 Walter Postula called the meeting to order at 6:00pm. Sasha Vragolic 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:

Paul van Helmond discussed a piping element failure during a hydro-test. The presentation appears as **Attachment 3**.

4. Approval of Previous Meeting Minutes:

Sasha Vragolic sent the draft minutes of the October 29th meeting to all members on December 7th, 2015. The comments received are reflected in the final minutes. The final minutes were published by Sasha on December 10th. Sanjeev Kapur proposed to approve the minutes. The proposal was seconded by Aivars Krumins and approved unanimously.

5. Treasurer's Report:

Tom Pickett presented the current EPC finances.

The only significant activity in the General Fund was the cost of the previous meeting. The balance is in line with the prior year's balance at the end of November. Therefore, we should have adequate capital to continue to fund the normal operations of this Committee. A copy of the Treasurer's report is included in **Attachment 4**.

Tom reviewed with the committee his proposed budget for 2016. With the anticipated expenses, the proposal has a modest increase in annual dues for the committee members from \$850 to \$900. A copy of the proposed budget is included in **Attachment 5**. After some discussion about the cost assumptions, Sanjeev Kapur brought forth the motion to approve the budget as presented and a motion to increase the annual dues to \$900. Richard Rolke seconded the motions. The committee voted to adopt both motions. Walter Postula will send out a dues request letter to each of the committee members.

6. Nominating Committee

Paul van Helmond spoke with Gary Keers of Sasol North America Inc. about providing a replacement for Trobie Thompson, who retired from the committee. Gary indicated that Sasol will definitely nominate a new representative for consideration by the nominating committee but it may take a couple of months to determine the appropriate nominee.

Paul van Helmond confirmed that Neil Amedee, EPC member from Huntsman, did decide to retire from the EPC. The Nominating Committee will seek a new nominee from Huntsman for EPC membership.

Paul reported that Jonathan Sterne is moving to a new position within Ineos. He plans to retire from the EPC and he will provide a recommendation for a replacement candidate from Ineos.

7. 2016 Program Chair Report

Tim Zygula presented the slides in **Attachment 6**. Tim agreed to send a notice to all session chairs to alert presenting authors that they will receive a request from Warp Speed for Permission to Record. The notification is to avoid any confusion as some presenters may mistake the request e-mail as SPAM. Greg Yeo agreed to discuss with AIChE the possibility of consolidating the “Permission to Publish” and the “Permission to Record,” for future conferences.

The Knowledge Management subcommittee and the Program Chair need to work out the contract with Omnipress for uploading papers and presentations after the conference.

The EPC Chairman, the Program Chairman, and the EPC Treasurer will contact the Program Vice-Chairman to get an update on the status of contracts.

8. Break

9. Subcommittee Reports

Safety – Mark Schmidt reported.

The safety subcommittee has their session in great shape.

Environmental – Walter Postula reported.

The subcommittee is planning to have 4 introductory presentations before the break and a Q&A session after the break. The subject will be regulations.

Operations – Richard Rolke reported.

The subcommittee has 6 papers for one session and 4 papers for a tutorial.

Maintenance – Paul van Helmond reported.

The subcommittee is progressing well in preparing their session. They have 6 papers. All of the papers have been approved and uploaded.

Technology & Fundamentals – Greg Yeo and Aivars Kruminis reported.

The subcommittee is currently considering 3 sessions:

- A) One session would be focused on issues in converting plants designed for a heavier feed to an Ethane Feed. They have 6 papers.
- B) The second session would be on Fundamentals. The subcommittee has 6 papers.
- C) The third session would be a panel discussion on Capital Cost Strategies for large projects. Sanjeev Kapur will chair that session.

Process Control – Sasha Vragolic reported.

The subcommittee is currently planning a panel discussion on maintenance of Advanced Process Control applications. This will be followed by 2 papers. This fits well with the shortened Monday slot in the conference.

Rotating Equipment – Walter Postula reported based on information provided by Mike Tallman, prior to the meeting.

The subcommittee plans to have two sessions. They do not see any issues with having all of their papers and presentations ready by the deadlines.

Feedstock – Tom Pickett reported.

The subcommittee has their session in good shape. They are considering a survey for the following conference.

10. Knowledge Management

- A) Learning Modules – Sanjeev Kapur reported that the subcommittee is preparing a recommendation for the second learning module. A sample of the first module should be ready to present to the committee at the February meeting.
- B) The committee voted to establish a subscription rate and an annual maintenance fee for individuals who want to subscribe to the EPC paper and presentation database. The Knowledge Management subcommittee will implement this by developing a mechanism for individual access to the EPC paper and presentation database at a subscription cost of \$500 with a potential maintenance fee of \$75/yr. The Knowledge Management subcommittee will work with the Program Chairman to add wording to the Session Presentation Templates to notify the conference attendees of this new subscription option.

11. Old Business:

- A) Greg Yeo and Micheal Smith presented a draft charter for a Low Temperature Embrittlement subcommittee. A copy of this draft charter is included as **Attachment 7**. The subcommittee would function in a manner similar to the way that the NOX subcommittee functioned to provide a paper on how our industry is dealing with this hazard. The participants would provide a presentation at the subcommittee meeting on how their company is dealing with this issue. A third party, non-affiliated individual would summarize this data from the presentations into a paper that would be presented at the 2017 EPC conference. The committee members are asked to review this with their company officials and get guidance on interest in participating and willingness to disclose practices. Clearly, if companies are not willing to disclose practices in dealing with this safety issue then there would not be much value in the formation of this subcommittee. It is important that committee members have feedback on their company's willingness to participate by the next meeting, on February 4th, so that

the committee can decide whether to move forward in forming this subcommittee. This is a draft charter, so the committee can vote to modify it if such modification can increase industry participation in this endeavor.

12. New Business:

- A) The committee discussed the fact that we should look for opportunities to increase participation in subcommittees from our individual companies. We should encourage our colleagues to participate.

13. Review Action Items List

See action item summary listed on last page of minutes.

14. Next Meeting:

The next meeting will be at 6:00 pm February 4, 2016 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

15. Adjournment:

Chairman Walter Postula adjourned the meeting.

ACTIONS SUMMARY

ITEM	BY	WHEN
EPC Chairman to send dues letter to the committee members.	Walter Postula	December 31, 2015
Program Chairman to send out an e-mail to session chairs to alert the presenting authors that they will receive a request for Permission to Record from a third party, Warp Speed.	Tim Zygula	February 4, 2016
Ask AIChE to consider consolidating the request for Permission to Publish with the Permission to Record.	Greg Yeo	April 10, 2016
Knowledge Management subcommittee and Program Chair to work out a contract with Omnipress for uploading papers and presentations from the 2017 conference.	Mike Tallman, Greg Yeo, Sanjeev Kapur, Walter Postula, and Tim Zygula	April 10, 2016

EPC Chairman, EPC Treasurer, and Program Chairman to contact the Program Vice-Chairman to get a progress report and information on contracts to be executed.	Walter Postula, Tom Pickett, and Tim Zygula	February 14, 2016
Knowledge Management subcommittee to develop a mechanism for providing individuals with a subscription to the EPC paper and presentation database.	Mike Tallman, Greg Yeo, Sanjeev Kapur, and Walter Postula	April 10, 2016
Add appropriate wording to the session templates to inform the conference attendees of the option to subscribe to the EPC database as individuals.	Tim Zygula and the Knowledge Management Subcommittee	February 4, 2016
Poll organization for willingness to share practices associated with mitigating potential Brittle Fracture risk. Review the draft charter for the subcommittee with company management and legal departments to assess company willingness to participate.	EPC	February 4, 2016
EPC Vice-Chairman to send out Draft charter for the low temperature safety subcommittee to the EPC members, preferably as part of the Draft minutes, and highlight the need for the members to actively assess company commitment.	Sasha Vragolic	January 1, 2016
Encourage participation of an engineer from each member company on all of the EPC subcommittees.	EPC	June 1, 2016