

Ethylene Producers' Committee Meeting
Minutes – February 26th, 2015
FINAL

Following are the minutes of the February 26, 2015 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Walter Postula.

1. Attendance:

Present – Rick Beleutz, Jake Berret, Jeff Edwards, David Gent, Aivars Kruminis, Ravi Lal, Robert Nussbaum, Walter Postula, Rick Prickett, Mark Schmidt, Jonathan Sterne, Michael Tallman, Paul van Helmond, Sasha Vragolic, Greg Yeo, and Tim Zygula.

Not present – Neil Amedee, Toby Darbonne, Sanjeev Kapur, Tom Pickett, Richard Rolke, Micheal Smith, and Trobie Thompson

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 Paul van Helmond called the meeting to order at 6:00pm. Walter Postula 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:

Jeff Edwards presented an example of an incident where loss of feed lead to the potential for brittle fracture.

The slides are included in **Attachment 3**.

4. Approval of Previous Meeting Minutes:

Walter Postula sent the draft minutes of the November 13 meeting to all members on November 16th. No comments were received. Walter issued the final minutes on December 11th. Greg Yeo proposed to approve the minutes of meeting, seconded by Jake Berret. The minutes were approved unanimously.

5. Treasurer's Report:

Paul van Helmond presented the financial report in Tom Pickett's absence. To date there has been \$29,750 collected in EPC sponsorships (34 paid at \$875 each) and \$14,450 collected in EPC membership dues (17 out of 23). Expenses included November meeting dinner, bank fees, and accountant fee.

No deposits were made in Knowledge Management and there were no expenses

Balances were in line with previous year.

A copy of the Treasurer's report (current as of January 31) is included in **Attachment 4**.

6. 2014 Program Chair Report:

Sasha Vragolic presented the timeline for program development, which remained unchanged from previous meeting. The EPC deadline for upload of extended abstracts (papers) is March 13th. The question was raised about how to get a paper uploaded after that date. The AIChE deadline is April 10th, so session chairs will be able to upload until then. After that date, the recommendation is to work with Sasha because as conference chair he has extra privileges within the AIChE Confex system.

Sasha provided an update on session room layouts. Because of AIChE needs (Henry Kister distillation session) and Hilton needs for another conference the session rooms have changed slightly. The Ethylene Producers conference will be on the 4th floor of the hotel. The "large" room will be Salons D/E of the Governor's Ballroom with a mixture of classroom and theater seating for a total capacity of 342. This room will be available for sessions M-W. The "small" room will be Salon B of the Governor's Ballroom with mixture of classroom and theater seating for a total capacity of 170. This room will be available for sessions M-Th. If attendance is strong we may need more theater seating for the Thursday morning session.

There are 11 sessions planned, along with an EPC keynote. One paper has been uploaded.

Sasha is preparing session templates.

Sasha's slides are included in **Attachment 5**.

7. 2014 Program Co-Chair Report:

Tim Zygula presented the Program Co-Chair report.

Jing Chen (AIChE) has entered the Sunday reception into the AIChE event module. They will organize the refreshments.

AIChE has executed the contract with Capital Grille for the Networking Lunch. The target is 150 attendees at ~\$40 per ticket (maximum of 170). Tim to provide a final headcount

The contract with Sullivan's Steakhouse for the Speakers' Dinner has been executed. They are allowing the EPC to pay by check on the date of the dinner. Overall cost for 110 attendees is projected to be \$15,060.00. Guarantee final count is due two business days before the dinner. There are currently 34 confirmed for attendance.

Coffee breaks will be in Salon C of the Governor's Ballroom. There will be 32 tables. Tim is waiting on the Hilton to produce its "spring" menu and pricing before finalizing the break order. Total budget is \$29,750.00.

Tim's slides are included in **Attachment 6**.

8. Subcommittee Reports:

Subcommittees are reminded to send minutes of all meetings to ethyleneproducerscommittee@gmail.com

Safety – Rob Nussbaum reported. Safety will have five presentations/papers. No papers uploaded yet. All papers have made it (at least) to legal review. No concerns.

Environmental – Walter Postula reported. Environmental will have four presentations/papers. No papers uploaded yet. One in hand to be reviewed. Rick Beleutz is shepherding the LyondellBasell papers.

Operations – Paul van Helmond reported for Richard Rolke. Held last meeting on February 17th, next one is planned for March 19th. Operations will have six presentations/papers. In contact with all authors. One paper reviewed and feedback provided. All papers are expected to be ready on time.

Maintenance – Paul van Helmond reported. Held last meeting on February 5th and planning one more on April 2nd. Maintenance will have six presentations/papers. Have reviewed five papers and provided comments.

Technology & Fundamentals – Michael Tallman reported. Three sessions are planned. The first is the typical Fundamentals session that will have seven presentations/papers. The second session is a joint session with Operations on flaring (regulations, design, operation) that will have six presentations/papers. Greg Yeo is session chair and Jeff Edwards is session co-chair. The third session is two papers followed by a panel discussion on macro trends that are driving the petrochemical business and technology development. Currently have five panelists.

Process Control – Sasha Vragolic reported. Confident on three of the five papers (making the March 13th upload deadline). No problems foreseen in receiving all papers prior to conference.

Rotating Equipment – Michael Tallman reported. Two sessions are planned with eight presentations/ papers total. Rotating equipment will have short roundtable discussion in afternoon session after four papers are presented. All eight draft papers have been submitted.

Feedstock – Paul van Helmond reported for Tom Pickett. Held last meeting on February 11th, next one is planned for March 2nd. They are also planning a dry run for presentations the week of April 13th. Four presentations/papers are planned.

9. **BREAK**

10. **Nominating Committee Report – M. Tallman**

Two member renewals and officer elections for the 2015-2016 cycle were considered. The results are summarized below.

Member renewals:

Jake Berret (5 year renewal) – approved unanimously
Sanjeev Kapur (1 year renewal) – approved unanimously

Automatic progressions of EPC officers:

Program Chair – Tim Zygula, BASF (from Program Vice-Chair)
Committee Chair – Walter Postula, Shell (from Committee Vice-Chair)
Nominating Committee Chair – Paul van Helmond, Linde (from Committee Chair)

Election of EPC officers:

Treasurer: Tom Pickett, Technip – approved unanimously
Committee Vice-Chair: Sasha Vragolic, FHR – approved unanimously
Program Vice Chair: Jeff Edwards, CP Chem – approved unanimously

Mike Tallman also pointed out that four members would be up for 5-year renewals prior to August 2015.

Mike's slides are included in **Attachment 7**.

11. Knowledge Management:

Greg Yeo reported. The subcommittee has not met since the last main committee meeting.

A – Safety Training Modules

Contract for first module is nearly complete.

Mike Tallman requested Omnipress to provide contract for 2015 upload.

12. Old Business:

Nothing to report.

13. New Business:

Mike Tallman reminded everyone that the Fuels and Petrochemicals Division elections are open (all Committee members are members of F&PD). His term as director is expiring at Spring Meeting. The EPC will not have representation with F&PD after Mike's term expires.

Walter Postula (incoming Committee Chair) requested that the first meeting of the 2015-2016 cycle be on June 18, 2015.

14. Review Action Items List:

See actions summary listed on last page of minutes

15. Next Meeting:

The next meeting will be at 6:00 pm June 18, 2015 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

16. Adjournment:

Paul van Helmond adjourned the meeting at 7:50 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Provide session templates to Walter Postula and Greg Yeo for upload to EPC website. Session chairs will be sent link.	Sasha Vragolic	March 13, 2015
Remind speakers, via the session chairs, to RSVP for Speakers' Dinner	Sasha Vragolic	March 13, 2015
Communicate room number of Sunday EPC reception to Committee (they will inform session chairs and others within their respective companies)	Tim Zygula	March 27, 2015
Send Paul van Helmond e-mail with potential attendees from EEPC (for scheduling EPC/EEPC lunch)	Tim Zygula	March 6, 2015
Develop EPC position on AIChE's desire to split all sessions into two to enable conference wide breaks (will have two session numbers where we now have one)	Incoming Program Chair (Tim Zygula)	June 18, 2015
Remind session chairs to review presentations for "Confidential", etc. statements; phone numbers, e-mail addresses	All	March 13, 2015
Respond to Greg and Sanjeev with questions for panel session.	All	March 13, 2015
Send Sanjeev Kapur note to inform him of the outcome of the member renewal vote	Mike Tallman	March 2, 2015
Send Tom Pickett note to inform him of the outcome of the election for Treasurer	Mike Tallman	March 2, 2015
Understand (from Omnipress) the change in the search engine with respect to scanned papers	Mike Tallman	June 18, 2015
Finalize the Omnipress contract for 2015 upload	Mike Tallman	April 13, 2015
Inform Ravi Lal if your session(s) want anything special listed on the evaluation forms	All	March 27, 2015
Check for availability of NOx subcommittee minutes within respective company for late 90's to early 00's time period for upload to EPC archive site (compare with what Greg Yeo already uploaded).	Rick Prickett Walter Postula	February 26, 2015
Subcommittees are reminded to forward all subcommittee minutes to ethyleneproducerscommittee@gmail.com	All	Ongoing
Keep EEPC appraised on module (tutorial) status	Greg Yeo and Sanjeev Kapur	As needed prior to module issue
Review draft document on EPC website (aiche.org/epc) on Subcommittee Policies. Send comments to Nominating Committee.	All	February 26, 2015
Encourage all members to upload a photo to their AIChE profile at www.aiche.org so that the EPC Leadership webpage will include pictures of all members. This will help new members become familiar with the Committee members.	All	
Consider including strategy for document retention in the bylaws.	Nominating Committee with EPC Officers	

Member companies are encouraged to maintain active participation in the Safety Subcommittee.	All	
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