

Ethylene Producers' Committee Meeting
Minutes – June 12th, 2014
FINAL

Following are the minutes of the June 12, 2014 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, Toby Darbonne, David Gent, Sanjeev Kapur, Aivars Krumins, Ravi Lal, Tom Pickett, Walter Postula, Rick Prickett, Jonathan Sterne, Michael Tallman, Paul van Helmond, Sasha Vragolic, Greg Yeo, and Tim Zygula.

Not present – Jake Berret, Jeff Edwards, Michael Moran, David Mullenix, Robert Nussbaum, and Richard Rolke.

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. Paul asked for a moment of silence for the passing of respected colleague and friend, Brian Bahr, earlier in the week. 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:

Sanjeev Kapur presented on heart health. Age-standardized prevalence estimates for poor, intermediate, and ideal cardiovascular health for each of the seven metrics

of cardiovascular health (by AHA) along with other statistics were presented. The slides that were presented are enclosed in **Attachment 3**.

4. Approval of Previous Meeting Minutes:

Paul van Helmond sent the draft minutes of the January 30th meeting to all members. Corrections were received prior to meeting and incorporated into the version Paul attached to the current meeting invite. Michael Tallman proposed to approve the minutes of meeting with these corrections, seconded by David Gent, approved unanimously.

5. Treasurer's Report:

Tom Pickett reported.

Tom explained that the general fund and knowledge management fund are actually in one account and we do the separation of funds internally. The knowledge management CD is a separate account (matures December 2014). Tom plans to show account balances as of the last day of the previous month prior to a committee meeting (what is available on the statement).

The current balance is within \$100 of last year's (end of May). The amount of 2014 coffee break spend needs to be compared versus total amount from sponsors. The fund should not be drawn on to pay for refreshments. For the knowledge management fund, there were apparently two subscriptions paid and one paper (via OmniPress). There was also a \$605 charge for legal help in preparing contract for learning module.

2013 taxes were submitted by Mike Kennedy. Tom will receive a copy.

Paul van Helmond performed an independent review on June 10, 2014 of the committee financial transactions. No irregularities were found. Paul signed the ledger.

A copy of the Treasurer's report is included in **Attachment 4**.

6. Chairman's Thought for 2014-2015

Paul van Helmond shared a couple of thoughts for the committee over the 2014-2015 cycle. Paul indicated his support for the progression of learning modules. A copy of these slides is shown in **Attachment 5**.

7. 2014-2015 Nominations

Per committee bylaws, Pau van Helmond brought forth his nominations for the nominating committee and the knowledge management subcommittee.

Proposed members of the 2014-2015 nominating committee are Michael Tallman, David Gent, and Greg Yeo (Michael Kennedy retired from this committee).

Proposed members of the 2014-2015 knowledge management subcommittee are Michael Tallman, Greg Yeo, Sanjeev Kapur, and Walter Postula (Michael Kennedy also retired from this subcommittee). Paul asked the committee if there was any interest from other members in joining the knowledge management subcommittee – no response.

Both the nominating committee and knowledge management subcommittee were approved by separate, unanimous votes. A copy of these slides is shown in **Attachment 5**.

8. Nominating Committee

Because of Mike Moran's resignation from the committee (assignment in Singapore), the office of Program Chair is vacant. The nominating committee recommended Sasha Vragolic for election as Program Chair. Sasha had run for Program Vice-Chair at the January 30th committee meeting and has confirmed interest in the role. Vote to elect Sasha to Program Chair was unanimous.

Jack Tindel retired from the committee (left DuPont), but recommended a replacement to the nominating committee. Mark Schmidt was interviewed by Michael Tallman and Greg Yeo and his resume was distributed to the committee (see **Attachment 6**). Michael and Greg recommended the approval of Mark. Vote to elect Mark to the committee was unanimous.

The nominating committee expects to bring recommendations on Mike Moran's replacement and election of Neil Amedee from Hunstman to the committee at the next meeting. A copy of the nominating committee slides is shown in **Attachment 7**.

9. Review/Critique of 2014 Conference

Walter Postula presented a summary of the 2014 Ethylene Producers' Conference in New Orleans. Spring Meeting attendance was very close to 2013 in San Antonio (which was second only to Houston in 2012). EPC attendees estimated at 275-300.

Primary issue with meeting rooms was limited seating in "large" room. We did not physically run out of chairs, but ease of entry caused some standing during sessions

The 20% debit assumed for A/V was too conservative, actual seating was about 60% of advertised (by hotel) capacity. Because of low ceiling height, the screen size was limited and had to be placed closer to floor than ideal (the “smaller” room actually had the larger screen). Removing classroom seating and adding theater helped during the Wednesday-Thursday unopposed sessions.

Proximity and capacity of restroom was somewhat of an issue. Construction noise (city project below hotel) interrupted the sessions a few times on Monday morning, but was handled well by AIChE (Jeff Wood) and the hotel resident manager.

Received very positive feedback on use of AIChE’s program app.

A copy of these slides is shown in **Attachment 8**.

10. 2014 Program Chair/Co-Chair Report

Sasha Vragolic and Tim Zygula. Sasha’s slides are included in **Attachment 9**, Tim’s slides are included in **Attachment 10**.

Sasha showed the AIChE programming deadlines. The call for abstracts closes on November 14th and the paper submission closes on April 10th. The conference is at the Hilton in Austin, TX from April 26-30, 2015.

Sasha requested that the directors feedback session chair and co-chair contact information (name, e-mail, phone, address, and affiliation) prior to the next committee meeting. Also, number of sessions, titles, and descriptions should be provided so Confex can be populated.

Tim has been in contact with two good prospects for Speakers’ Dinner. Venues in area have space, but in separate rooms more often than not. This is more acceptable for Networking Luncheon.

Tim has already received requests for table space at the coffee break. Response should be that they are on the invitation list and they should look for the formal invite in early January.

The AIChE site visit with EPC in Austin is scheduled for July-29-30, 2014. Greg Yeo and Walter Postula will attend as well to offer guidance to Tim and Sasha.

11. BREAK

12. Subcommittee Reports

Safety – Jonathan Sterne reported.

Robert Nussbaum is subcommittee chair and Jonathan Sterne is subcommittee co-chair. Meeting held this evening to generate ideas. There was relatively low participation from subcommittee. Will hold telecom in July to follow up.

Environmental – Walter Postula reported.

Held telecon on Wednesday, June 11th, 3 of 9 members participated. NOx in relation to SCR and Low NOx burners was one topic of interest. Flaring and flare recovery was another. Potential for a paper on recent permitting. May be potential to have joint session with maintenance and reliability.

Operations – Paul van Helmond reported on behalf of Richard Rolke.

Kick off meeting to be held on June 25th. Carl Harry has transitioned out of the chairman role. Richard Rolke will be subcommittee chair and Patricia Summers will be subcommittee co-chair.

Maintenance – Paul van Helmond reported

No meeting yet. Plan to hold dinner meeting on June 26th.

Technology & Fundamentals – Michael Tallman reported.

Rob Krinock will be subcommittee chair and Michael Tallman will be subcommittee co-chair. Held first meeting this evening. Had ideas for four sessions:

- 1) Low NOx burners
- 2) Emerging technologies
- 3) Fit for purpose technologies (on purpose BD, methane to chemicals)
- 4) Flaring (potential for joint session with environmental)

Likely will end up with one of the above and “traditional” fundamentals session. Note that there was also the idea for emerging IT for use in plants, but thought it might fit better in operations.

Process Control – Sasha Vragolic reported.

Meeting held last week. Jim Hackney is stepping down as chair. Sasha will be session chair. The papers available, but not used, for the previous conference were reviewed.

Rotating Equipment – Michael Tallman reported.

No meeting yet. Session chair will be Peter Temofonte. Requested Monday morning and afternoon time slots.

Feedstock – Tom Pickett reported.

Have held one meeting since conference. Session chair and co-chair will remain the same (Mark Brayden and Joe Lally). Planning on one session with five papers. The second meeting will be in late July.

Knowledge Management – report given in section 14 below.

13. Report on 2014 meeting with EEPC

Paul van Helmond provided a slide (see **Attachment 5**) with summary of discussion. The minutes of this meeting are forthcoming.

14. Knowledge Management

Greg Yeo reported. The slides presented are included in **Attachment 11**.

A – Conference Proceedings

The 2014 proceedings are live as of earlier this week. Upload was of good quality with minimal recycle. The feedstock contaminants tool has been updated and is also available. An e-mail will be sent to users on June 13th. The process used for uploading is well established and documented (available on knowledge management subsite on aiche.org/epc).

B – Charter

The knowledge management charter has been updated and was sent to committee members prior to the meeting (see Attachment 12). The charter will be voted on next committee meeting.

C – Website Statistics

Paper/presentation archive is well used (~14,500 page views). There were 18 attempts to access the site from Iran. The average session was 1.22 pages and 24 seconds.

D – Safety Training Modules

Contract with Stress Engineering drafted, cost far under budget. Discussing IT/software details to allow narration. Future potential topics include coldbox NOx, ethylene decomposition, popcorn polymer – plan to engage safety subcommittee. Targeting discussion for August committee meeting.

E – Committee Member Identification

To aid new committee members in putting names and faces together it is requested that all members populate their AIChE profiles (www.aiche.org) with basic information including photo. All members have an AIChE profile because you must be a member of AIChE to be on the committee. You may need to create a username and password.

15. Old Business:

Remaining 2014-2015 Meeting Dates

The following dates were agreed upon for the remaining committee meetings

August 14, 2014

September 25, 2014

November 13, 2014

January 15, 2015

March 5, 2015 (if necessary)

16. New Business:

No new business

17. Review Action Items List

See actions summary listed on last page of minutes

18. Next Meeting:

The next meeting will be at 6:00 pm August 14, 2014 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

19. Adjournment:

Paul van Helmond adjourned the meeting at 8:00 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Comparison of 2014 coffee break sponsor “income” versus refreshment spend	Tom Pickett	August 14,2014
Consider updating financial data to software (e.g. Quicken)	Tom Pickett	August 14, 2014
Notify Mark Schmidt of his election to the committee	Paul van Helmond	June 26, 2014
Provide session chair and co-chair information to Sasha	Directors	August 14, 2014
How to handle new producers (i.e. invite to committee)	Nominating Committee	August 14, 2014
Issue minutes of 2014 EPC-EEPC discussion	Paul van Helmond	June 26, 2014
Remind Jos Vankevelaer about topic of minimum flaring – seemed to be topic of common interest during 2014 EPC-EEPC discussion	Paul van Helmond	August 14, 2014
Discussion with Heinz Zimmermann regarding potential ideas for sharing between EPC and EEPC (like sharing of “scrubbed” safety database that was proposed a couple years ago)	Paul van Helmond	August 14, 2014
Check on origin of subscription income that came through OmniPress	Mike Tallman	August 14, 2014
Send note to EPC archive users that 2014 proceedings are available, as well as updated Feedstock Contaminants Tool	Mike Tallman	June 19, 2014
Review draft KM Charter for vote on endorsement at next meeting	All EPC Members	August 14, 2014
Post personal photo on the www.aiche.com Profile page so the committee members can see the full set of pictures on the Leadership page of the EPC website (see 14E)	All EPC Members	August 14, 2014