

Ethylene Producers' Committee Meeting
Minutes – September 25th, 2014
FINAL

Following are the minutes of the September 25, 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, Jeff Edwards, David Gent, Sanjeev Kapur, Ravi Lal, Robert Nussbaum, Tom Pickett, Walter Postula, Rick Prickett, Mark Schmidt, Micheal Smith, Jonathan Sterne, Michael Tallman, Trobie Thompson, Paul van Helmond, Sasha Vragolic, Greg Yeo, and Tim Zygula.

Not present – Neil Amedee, Jake Berret (not currently active), Aivars Krumins, 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. 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:

Ravi Lal discussed the topic of road rage. Provided advice on avoiding and what to do in case of involvement. The slides that were presented are included in **Attachment 3**.

4. Introductions of All Attendees

With all the recent new membership it was recommended at the previous committee meeting to do introductions. Everyone present gave a short introduction of themselves including years with company, years (and roles) with main committee, and sub-committee involvement.

Paul van Helmond and Greg Yeo again suggested members upload a photo to their AIChE profile page to help with putting names with faces.

5. Approval of Previous Meeting Minutes:

Walter Postula sent the draft minutes of the August 14 meeting to all members. Comments received prior to meeting were incorporated into the update issued by Walter in advance of the meeting. Sanjeev Kapur proposed to approve the minutes of meeting with these corrections, seconded by David Gent. The minutes were approved unanimously.

6. Treasurer's Report:

Tom Pickett presented the financial report. No deposits have been made since the August meeting. Expenses included August meeting dinner and fees for preparing 2013 taxes and bank fees.

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

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

7. 2014 Program Chair Report:

Sasha Vragolic presented the timeline for program development with an updated date of March 13, 2015 for "Extended abstract submission close" (the paper upload deadline). This is about 4 weeks ahead of the AIChE deadline, which should give the subcommittees time to review papers prior to the upload. A question on the importance of the November 14th deadline was raised. It was reiterated that this is perhaps the most important AIChE deadline because the program is set based on the abstracts uploaded by this date. Walter Postula will check the "Guidance for Session Chairs" document to ensure this is adequately stressed.

There are 11 sessions planned. Sasha still needs the details on the Rotating Equipment sessions.

Sasha presented a draft program. The timing of the AIChE keynote needs to be checked. It is currently listed at 10:45 AM on Monday. Additional feedback on the order of sessions is as follows:

- Panel on Global Trends to Monday afternoon
- Feedstock on Tuesday morning
- Operations to Wednesday afternoon
- Technology/Operations to Thursday morning

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

8. 2014 Program Co-Chair Report:

Tim Zygula presented the Program Co-Chair report.

The final proposal was received for the Networking Lunch from the Capital Grille and has been forwarded to AIChE for execution. There were some adjustments in the menu that reduced the overall cost.

The contract with Sullivan's Steakhouse for the Speakers' Dinner has been received. There are several issues to be addressed (payment terms and room use charge) prior to finalizing the contract. Tim will finalize the menu choices. Overall cost for 110 attendees is projected to be \$15,060.00.

Tim will provide layout for coffee breaks next meeting.

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

9. Subcommittee Reports:

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

Safety – Rob Nussbaum reported. The Safety Subcommittee has three abstracts in hand and one highly probable. There is one other proposed. Planning on one session with five papers.

Environmental – Walter Postula reported. The subcommittee held a teleconference on September 24th. Three abstracts are in hand (one includes paper and presentation). Potentially one or two more abstracts will come in. Planning one session with four or five papers. Proposed timing for session on Monday morning works well.

Operations – Jeff Edwards reported. Are having face to face meetings at member plants, working well. Have four or five good leads for their paper session. There is a sixth, but holding off at the moment. Much interest in the Technology/Operations joint session, but legal clearance may be an issue.

Maintenance – Paul van Helmond reported. Planning on one paper session. May have two papers on furnace pre-commissioning and then a panel discussion. Have three or four leads on other papers, but are experiencing more difficulty than in previous years.

Technology & Fundamentals – Michael Tallman reported. Three sessions are planned. The first is the typical Fundamentals session that has at least five papers at this point. The second session is a joint session with Operations on flaring (regulations, design, operation). The third session is two papers followed by a panel discussion on macro trends that are driving the petrochemical business and technology development.

Process Control – Sasha Vragolic reported. Looking at three potential papers (one could be 2X the normal length). One on cracked gas sampling, one on APC project execution, and one from NOVA on early event detection (this is 2X long presentation). Planning on having papers followed by a panel discussion.

Rotating Equipment – Michael Tallman reported. Two sessions are planned with eight to nine papers total. Session co-chair information still needs to be sent to Sasha.

Feedstock – Tom Pickett reported. Have four, maybe five papers. They have five papers in front of them, but are in the process of deciding how many should be in the session.

10. BREAK

11. Knowledge Management:

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

A – Safety Training Modules

Ralph King still bringing final pieces together on the Brittle Fracture module. Looking at hosting via the OmniPress site. AIChE has approached Greg to utilize e-learning (based on Kahn Academy) on their site. The Safety subcommittee and KM will get together to decide on the next topic for a module.

B – Minutes of NOx Subcommittee

Greg has uploaded all the minutes he could find in his files from the NOx subcommittee to the Google drive. We appear to be lacking some minutes from the late 90's to early 00's. Greg asked Rick Prickett and Walter Postula to check their company's files for any additional information.

C – Committee Member Identification

To aid new committee members in putting names and faces together it is requested that all members log in and populate their AIChE profiles (www.aiche.org) with basic information including photo. An AIChE username and password is required.

12. Nominating Committee:

Mike Tallman presented on three issues from the Nominating Committee.

- Dues for Huntsman
- Status of Jake Berret, Williams
- Handling of new producers

Neil Amedee was voted in as director from Huntsman at last meeting. Nominating committee and Treasurer suggest that we not obtain any 2014 dues from Huntsman. They will begin paying dues in 2015.

The terms of Jake Berret's absence were not explicitly stated. The Nominating committee was asked to review. Jake has stated that he intends to return to the committee in late 2014 or early 2015. The Nominating committee recommends continuing Jake's sabbatical until the first meeting of 2015. Status will be discussed again at that time if needed.

How to handle new producers was initially brought up when PetroLogistics began operating their PDH unit (non-issue now that FHR bought them). New companies have announced plans for ethylene production. Question was: *Should they be invited to the EPC?* Article II Section 2 states that "Membership shall be comprised of at least two-thirds of individuals in the employ of Ethylene Producers."

"Producers" implies that they have begun production, so anyone who has announced plans, but has not moved forward should not be invited to the committee.

The Nominating committee is responsible for bringing potential new members to the committee (Article III Section 1). Recommendation is to leave by-laws as is and invite potential new producers to participate on subcommittees.

A copy of the Nominating Committee report is included in **Attachment 7**.

13. Old Business:

Remaining 2014-2015 Meeting Dates

- November 13, 2014
- January 15, 2015
- March 5, 2015 (if necessary)

14. New Business:

Mike Tallman put in plug for member of the committee to serve as director of Fuels and Petrochemicals Division. His term is expiring soon, election is coming soon.

The 6th Annual Southwest Process Technology Conference is October 9-10th in Galveston. Sanjeev is chair of technology session that is geared toward ethylene.

Invitations have been sent to the EEPCC in Warsaw, October 22-24, 2014. Attendance at this conference is by invitation only.

15. Review Action Items List:

See actions summary listed on last page of minutes

16. Next Meeting:

The next meeting will be at 6:00 pm November 13, 2014 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

17. Adjournment:

Paul van Helmond adjourned the meeting at 8:30 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Ensure importance of AIChE "Call for Papers" deadline is adequately communicated in the guidance for session chairs document.	Walter Postula	October 2, 2014
Verify timing of AIChE keynote presentation.	Sasha Vragolic	November 13, 2014
Finalize menu for Speakers' Dinner	Tim Zygula	November 13, 2014
Provide preliminary layout for Coffee Break space	Tim Zygula	November 13, 2014
Provide Rotating Equipment session co-chair information to Program Chair	Mike Tallman	October 9, 2014
Follow up with Omnipress on the effectiveness of the search engine wrt old scanned documents.	Greg Yeo	November 13, 2014
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	November 13, 2014
Update profiles for new committee members (Neil Amedee, Micheal Smith, and Trobie Thompson) on AIChE site.	Greg Yeo	October 16, 2014
Include request to reaffirm intentions for rejoining committee in Jake Berret's dues letter for 2015.	EPC Chair	December 2014
Subcommittees are reminded to forward all subcommittee minutes to ethyleneproducerscommittee@gmail.com	All	Ongoing
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	