

Ethylene Producers' Committee Meeting Minutes – September 21, 2017

Following are the minutes of the September 21, 2017 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Jeff Edwards

1. Attendance

Present – Toby Darbonne, Bala Devakottai, Jeff Edwards, David Gent, Sanjeev Kapur, Aivars Krumins, Ravi Lal, Tom Pickett, Walter Postula, Richard Rolke, Micheal Smith, Michael Tallman, Paul van Helmond, Sasha Vragolic, and Tim Zygula.

Not present – Rick Beleutz, Jake Berret, Chaka Elam, Jeff Nichols, Gene Osborne, Mark Schmidt, and Greg Yeo.

The updated EPC member contact list appears in **Attachment A1**.
[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:

Committee Chair Tim Zygula called the meeting to order at 6:00pm. Jeff Edwards 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 A2**.

3. Five Minutes on Safety:

Bala Devakottai led a group discussion about the impacts of the recent Tropical Storm Harvey on the Gulf Coast chemical industry. The group discussed safety impactful decisions that were made leading up to the storm and following its aftermath.

4. Approval of Previous Meeting Minutes:

Jeff Edwards sent the final minutes of the August 10th meeting to all members on September 20th, 2017. The minutes reflect the comments received. The approval of the minutes was proposed and seconded. The minutes were approved unanimously.

5. Treasurer's Report:

Tom Pickett presented the current EPC finances. The report is attached as **Attachment A3**.

The report has been improved to include the total of all accounts, including the knowledge management funds.

There was a reminder again this month to maintain the general fund above \$10K. We are currently near approximately \$12.5K.

6. Nominating Committee

Sasha Vragolic said there were no updates from the nominating committee this month.

7. Program Chair Report

Richard Rolke presented the slides in **Attachment A4**. There was discussion that we do not currently have a session scheduled on Thursday. The committee also discussed maintaining Thursday on future AIChE schedules in the event it is needed for future conferences.

8. Program Co-Chair Report

Richard Rolke presented the slides in **Attachment A5** in Rick Beletz absence. There were not many changes to the slides from our last meeting. Discussion surrounded the number of sponsors relative to the size of the room. This was based on the sketch provided by Freeman, one of AIChE's conference suppliers.

9. Break

10. Subcommittee Reports

Safety – Toby Darbonne - The safety subcommittee is planning a single session. 6 papers are probable. The subcommittee is focused on meeting the November deadline.

Environmental – Walter Postula - The environmental subcommittee is planning a single session. They are currently concerned they might have less than 6 papers. Paper acquisition is their current focus.

Operations – Richard Rolke - The operations subcommittee is planning a single session. They have 8 abstracts, and are narrowing to the best 6. They are still looking for 1 more paper, since it is common to lose one paper as the conference nears.

Maintenance – Paul Van Helmond - The maintenance subcommittee has 4 abstracts in hand. They have good prospects on several more papers. They are currently considering a second session. There was some discussion about the possible papers and the possible second session.

Technology & Fundamentals – Michael Tallman - The technology subcommittee has 4 strong leads with 3 papers in hand for their fundamentals session. They are still looking for more good papers to fill out the session. They are planning a technology tutorial session, with a focus on quench systems, equipment and processes. They do not have papers yet, but they have good support from two operating companies and from the engineering firms. There was discussion that tutorial sessions do not require papers, though it is preferred. Speaker notes on the slides was considered an acceptable alternative.

Process Control – Sasha Vragolic - The process control subcommittee is planning a single session with 4 papers. They did not have anything firm yet, but they have multiple leads in progress. Sasha also commented that they do not have any big data papers in hand for the AIChE topical on big data. There was discussion about our expectations for a potential joint session to involve data from ethylene plants.

Rotating Equipment – Michael Tallman - The rotating subcommittee has people assigned to solicit or generate papers. They do not currently have any papers in hand. They are working with potential papers from EEPCC.

Feedstock – Tom Pickett - The feedstock subcommittee has 1 paper in hand. They are struggling for additional papers. Their next meeting is later in September.

AIChE Big Data Topical – This will potentially be a co-sponsor opportunity between EPC and AIChE for a session in AIChE's big data topical that is dedicated to the ethylene industry. There was discussion, but no definitive progress.

11. Knowledge Management

OmniPress Paper and Presentation Database – consistent with prior meetings, there was discussion about the new paper upload and database platform. There was discussion about issues with the new platform. The Directors were requested to log onto the new platform and relay issues to Michael Tallman.

Michael also noted that 55 companies are subscribed, and there are 19 companies who have still not logged into the new format. There was discussion about the email communication process and potential firewall scrubbing by subscribing companies.

12. Old Business:

- A) The Low Temperature Embrittlement subcommittee drafted the new charter. Please see **Attachment A6**. The main committee decided to leave review and approval with the Safety Subcommittee. Micheal Smith said the Low Temperature Embrittlement subcommittee would meet annually and determine interest to develop a paper. They will continue to work under oversight from the Safety Subcommittee.
- B) Micheal Smith noted that Tropical Storm Harvey impacted progress on the NOx subcommittee. They will plan a meeting late this year or early next year.

13. New Business:

- A) The main committee supported utilization of an EEPCC paper at the EPC conference. Feedstock contamination is currently planning an EEPCC paper in their session.

14. Review Action Items List

See action item summary listed on the table at the end of this minutes document.

15. Next Meeting:

The next meeting will be at 6:00 pm November 2, 2017 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm. Subsequent meetings are scheduled 12/7/2017 and 2/1/2018.

The 2018 EPC conference is scheduled for April 22-26, 2018 at the Marriott World Center in Orlando, Florida.

16. Adjournment:

Committee Chair Tim Zygula adjourned the meeting.

ACTIONS SUMMARY

ITEM	BY	WHEN
EPC Chair to send final meeting minutes of prior meeting with the agenda for first meeting after the conference.	Future EPC Chairs	Prior to first meeting of each meeting rotation
Nominating committee change bylaws to add acquisitions and divestitures to mergers.	Sasha Vragolic Walter Postula	December 31, 2017
Continue progress on a smart phone application for session feedback and panel questions.	Greg Yeo Aivars Krumins	December 31, 2017
Develop a plan or options for handling and storing our notarized survey forms from recent surveys	Sasha Vragolic	December 31, 2017
Develop and send a proposal for the next focus area for the NOx subcommittee.	Micaheal Smith	December 31, 2017
Develop a proposal to address the proper share of the fees for merged companies to pay for archiving costs.	Walter Postula	December 31, 2017
Notify session chairs to notify tutorial presenters that speaker notes embedded in their presentation slides is required	Richard Rolke	December 31, 2017
Log onto new Omnipress platform and alert Michael Tallman of issues.	Directors	December 31, 2017
Consider scheduling the most highly attended sessions, Safety and Operations, later in the week to maintain high attendance throughout the conference.	Directors	On-going
Program Co-Chair to discuss with AIChE the last-minute change of EPC reception location.	Rick Beleutz	December 31, 2017
Program Co-Chair to consider having someone at the door of the networking lunch to collect tickets.	Rick Beleutz	April 24, 2018