

Ethylene Producers' Committee Meeting Minutes – November 2, 2017

Following are the minutes of the November 2, 2017 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Walter Postula

1. Attendance

Present – Jake Berret , Bala Devakottai, David Gent, Sanjeev Kapur, Aivars Krumins, Ravi Lal, Jeff Nichols, Gene Osborne, Tom Pickett, Walter Postula, Richard Rolke, Mark Schmidt, Micheal Smith, Michael Tallman, Paul van Helmond, Sasha Vragolic, Greg Yeo, and Tim Zygula.

Not present – Rick Beleutz, Toby Darbonne, Jeff Edwards and Chaka Elam.

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. 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 A2**.

3. Five Minutes on Safety:

Walter Postula presented information on the DROPS (Dropped Objects Prevention Scheme) program, including a spreadsheet tool to calculate potential outcomes of objects dropped from height. The DROPS website is www.dropsonline.org. The presentation is given in **Attachment A3** and the spreadsheet tool is given in **Attachment A4**.

4. Approval of Previous Meeting Minutes:

Jeff Edwards sent the final minutes of the September 21st meeting, incorporating comments he received, to all members on November 2, 2017. Because not all members had reviewed the minutes prior to the meeting, they will be approved at the December 7th meeting.

5. Treasurer's Report:

Tom Pickett presented the current EPC finances. The report is attached as **Attachment A5**.

The general fund is about \$3,000 lower than a year ago, nearing \$11,000. The knowledge management fund is about \$2,500 lower than a year ago. There was a \$500 deposit in October (individual subscription) that is not reflected. The CD remains about \$23,600.

6. Nominating Committee

There were no updates from the nominating committee this month.

7. Program Chair Report

Richard Rolke provided a verbal update that there were no major changes from the previous meeting's slides. The discussion of the need for a Thursday session again surfaced, but was tabled until after the subcommittee reports.

8. Program Co-Chair Report

Richard Rolke presented the slides in **Attachment A6** in Rick Beleutz's absence. Arrangements for the Speakers' Dinner at Vines are nearing completion. There is a \$11,000 food and beverage minimum (does not include gratuity and service fees). Vines' usual F&B minimum is \$15,000, but Rick has negotiated it down. The need for a \$10,000 deposit was questioned by several members of the Committee. It was also mentioned that we should not send any deposit money until there is a signed contract.

The Networking lunch is set for Siro's at the Marriott. They are not normally opened for lunch, but are opening to meet our need. AIChE is handling most of the negotiations for the contract (minimums, menu price). Siro's has proposed a buffet

at \$58 per person, but we have asked Todd (AIChE) to try an end at a \$50 all in price. The maximum number of guests is limited to 155.

The layout of the coffee break area was presented. There are 54 tables available. The catering menu still needs to be obtained so break pricing (and thus sponsor fee) can be calculated.

The EEP/EP meeting, similar to last year, will be held Wednesday morning prior to the start of the sessions.

9. Subcommittee Reports

Safety – Jake Berret – The safety subcommittee is planning a single session with 6 papers. The session is coming together well. There is one quench oil paper that they may send to Operations and one other paper they are deferring to next year.

Environmental – Walter Postula – The environmental subcommittee met face to face at the Linde office earlier in the day. There are 3 firm abstracts with some good leads on two others. The paper on Risk Technology Review may be double length. The session will have 4 or 5 papers.

Operations – Richard Rolke – The operations subcommittee has 6 papers submitted (and sent 1 additional to Big Data). They may get one or two more submissions. They are planning a single session.

Maintenance – Paul Van Helmond – The maintenance subcommittee has 9 abstracts in hand and will narrow to 6 for a single session. Some of the paper topics include fitness for service, predictive maintenance, and cold service bolter joints.

Technology & Fundamentals – Michael Tallman – The technology subcommittee is planning two sessions. The fundamentals session has 3 abstracts in hand and 2 more assured. They are looking for more input. The other session planned is a quench oil tutorial. There will be an “intro” by an EPC company to talk about design followed by operating company experiences.

Process Control – Sasha Vragolic – The process control session has zero abstracts at the moment, but are expecting three. Sasha also mentioned that the Big Data session also has yet to receive an abstract. Invitation letters have been sent and they are waiting on responses. Both Ravi and Richard say they have transferred/forwarded abstracts to the Big Data session.

Rotating Equipment – Michael Tallman – The rotating subcommittee a number of papers identified and is busy chasing authors. They are planning on two sessions, one including a round table discussion.

Feedstock – Tom Pickett – The feedstock subcommittee met yesterday and has 5 or 6 abstracts. They are planning one session. They have also generated a set of “operating rules” for their subcommittee that have been reviewed by the Nominating Committee. They plan to bring to the Main Committee in December.

AIChE Big Data Topical – see above update in Process Control

The Chair’s timeline was again displayed (See **Attachment A7**) as well as the Program Chair’s suggested program from a previous presentation. The quench tutorial was not on the program. Richard Rolke will add on Thursday morning. The Committee also agreed that the safety session would be swapped with the environmental/big data sessions (safety to afternoon).

10. **Knowledge Management**

Greg Yeo asked the Committee if anyone’s experience with the new Omnipress License Manager role has been burdensome. No one felt so.

Sanjeev stated that the contract for Steve Coleman’s work on the ethylene decomposition learning module should be signed in the next few weeks. Sanjeev will have Steve’s deadlines by next meeting.

11. **Old Business:**

- A) Electronic feedback App: Greg mentioned that the existing conference feedback app could be modified to meet our purposes, though the ability for freeform entry needs to be confirmed. Other apps have also been used at the AIChE conferences. One is Slido, which is used to allow the audience to ask questions. For the 2018 conference we will utilize both paper forms (via Ravi) and electronic feedback. Mention of the need to complete the forms/use the App will be made at the beginning of each session.
- B) NOx subcommittee revival: Micheal Smith stated the draft charter is basically ready and will be sent prior to the next meeting. They will be looking for feedback on the proposed direction.

12. **New Business:**

- A) Ralph King request: David Gent gave some background of the issue at hand, which comes down to lack of toughness of carbon steel (piping, fittings, flanges) used in plant construction (particularly in cold service) over the last 5-15 years. There have been failures in hydrotests (at 10-20% rate). Ralph was interested in having EPC assistance with 1) having a breakout session at the 2018

conference; 2) communicating an “industry alert”; 3) being an organizational sponsor of a joint industry program.

After discussion, the Committee concluded that we should only operate within the boundaries established in our Bylaws (sharing of non-confidential information via our programming subcommittees developing papers for presentation at our conference). There will be a paper in the 2018 Safety session, presented by Fluor, that will discuss the issue at a high level. The question will be asked of the attendees at that time if there is interest in formation of a special subcommittee within the EPC to examine the issue.

- B) Tribute to Neil Shannahan: Aivars read some words that Ravi had put together as a tribute to one of the founding members (in some respects, the founding member) of the Ethylene Producers’ Committee. Sanjeev suggested that we put some “history of the EPC” on our website, especially before our collective memory fades. The Committee agreed with this suggestion.

13. Review Action Items List

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

14. Next Meeting:

The next meeting will be at 6:00 pm December 7, 2017 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm. The final 2017-2018 meeting is scheduled for 2/1/2018.

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

15. Adjournment:

Committee Chair Tim Zygula adjourned the meeting at 8:00 pm.

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

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
Send draft charter for NOx subcommittee to Directors	Micheal Smith	December 1, 2017
Develop a proposal to address the proper share of the fees for merged companies to pay for archiving costs.	Knowledge Management	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
Approval of September 21, 2017 meeting minutes	Directors	December 7, 2017
Budget proposal for 2018	Tom Pickett	December 7, 2017
Check with Vines to try and reduce deposit needed for Speakers' Dinner, as well as get exact timing for sending	Rick Beleutz	December 7, 2017
Forward potential paper for Fundamentals session to Mike Tallman	Paul van Helmond	November 9, 2017
Add quench oil tutorial session to Confex	Richard Rolke	November 9, 2017
Switch safety session to afternoon and have environmental/big data sessions in morning	Richard Rolke	December 7, 2017
Provide low temperature NOx paper lead to Micheal Smith	Tom Pickett	November 9, 2017
Determine if existing feedback App can handle free form input	Greg Yeo	December 7, 2017
Respond to Ralph King's request	Sanjeev Kapur	November 16, 2017
Send Aivars Krumins information on founding members of EPC for creation of "history" on website	Directors	December 7, 2017