

Ethylene Producers' Committee Meeting Minutes – December 6th, 2018

Following are the minutes of the December 6, 2018 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Richard Rolke.

1. Attendance

Present – Rick Beleutz, Sanjeev Kapur, Aivars Krumins, Jeff Nichols, Tom Pickett, Jennifer Port, Walter Postula, Richard Rolke, Mark Schmidt, Michael Tallman, Sasha Vragolic, Mark Whitney, Tim Zygula Toby Darbonne, Bala Devakottai, and Micheal Smith

Not present – Jeff Edwards, Jake Berret, Chaka Elam, Ravi Lal, David Gent and Gene Osborne

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:

Jeff Nichols called the meeting to order at 6:00pm and 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 an 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:

Richard Rolke presented the safety topic on the plant explosion in China along with some key observations. See **Attachment 3**

4. Approval of Previous Meeting Minutes:

Richard Rolke sent the final minutes of the Oct. 11th meeting, incorporating comments he received. Meeting minutes were approved with no corrections needed.

5. Treasurer's Report:

Tom Pickett presented the current EPC finances. The report is given in **Attachment 4**. Minimal activity since the last report. There were no new deposits and about a \$1650 charge for the EPC meeting dinner and bank fees.

Knowledge management fund received no new subscription deposits. No change in balance from previous month.

Total overall account balance is about \$6,000 lower than a year ago.

Proposed budget and dues for 2019 were reviewed. Dues will remain the same at \$1050 which is no change from 2018. This gives an estimated final acct balance of \$4300 vs. \$6200 for 2018. Proposal was approved. See **Attachment 5**.

Jeff to write letter to members requesting dues.

6. Nominating Committee

Nothing to report

7. Program Chair Report

Rick Beleutz reviewed the plans for the New Orleans conference including final session schedule. Most sessions show full. Several had too many papers. Some need to complete session break times. Reviewed key conference planning dates. See **Attachment 6** for details.

8. Program Co-Chair Report

Mark Schmidt reviewed progress on all events. No issues noted. Reviewed proposal to let AIChE manage most of the break sponsorship activities. See **Attachment 7**. AIChE MOU developed with an EPC Subteam was reviewed. See **Attachment 8**. Key feedback received:

- Discussed options for several sponsorship models; just a sponsorship, no attendance fee
- Include an opt out clause, 1 yr trial
- How to handle logo "coin"
- Clarifications around who selects sponsors; staged invites with preference based on past participation. No invitation if not present for last 6 yrs.

Mark to submit feedback to AIChE on MOU. Review progress on feedback to AIChE in Jan. Review in June to determine reauthorization.

9. **Committee Chair Report**

Jeff Edwards was not able to attend. No specific report.

10. **Subcommittee Reports**

Safety – Michael Smith – one session planned with 8 abstracts and 1 tutorial

Environmental – Rick Belezut – one session full with 5 abstracts

Operations – Richard Rolke – Session full. 3 abstracts approved and 2 tutorials

Maintenance – Sanjeev Kapur – session is full.

Technology & Fundamentals – Michael Tallman – 3 sessions. 6 papers in first session

Radiant Coil Metallurgy. Session full

Tutorials on Chemical Injection. Session full.

Process Control – Sasha Vragolic – 4 papers submitted.

Big Data Session – 4 papers plus round table discussion

Rotating Equipment – Michael Tallman – both sessions full.

Feedstock – Tom Pickett – 4 abstract submitted.

11. **Knowledge Management**

For 2020, expect to see a \$200 fee for continued access to the Omnipress database. Annual maintenance fee is \$8K and new subscriptions alone are not able to keep supporting this fee. Will hit the minimum established threshold of \$50K in 2019. This limit will be reviewed in 2019 and communicated to the main committee. User focal points will receive a communication detailing possible need to charge an annual subscription fee.

Potential issue with site security. Omnipress looked into the issue and proposed a \$500 fee to address the current issue and \$200/yr annual maintenance fee. Committee approved the proposal.

12. **New Business:**

- A) Training module for NOx still under development. NOx committee work still in progress
- B) Richard talked with AIChE around further collaboration efforts. No significant area of further collaboration determined at this point.

- C) Richard proposed dates for next year's meetings. Dates will closely mirror the 2018 dates. See **Attachment 9**
- i. 6/13, 8/8, 10/10, 12/5, & 1/30

13. Review Action Items List

Action item list was reviewed and updated.
See action item summary listed on the table at the end of this minute's document.

14. Next Meeting:

The next meeting will be at 6:00 pm Jan. 31st, 2019 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

Following meetings:
June 13th, 2019

2019 EPC Conference:
Hilton Riverside in New Orleans, LA.
Conference March 31 – April 4, 2019

Future conferences:

2020	Houston - Hilton Americas/GRB
2021	Dallas
2022	Florida?
2023	Houston
2024	San Antonio or New Orleans

15. Adjournment:

Tim Zygula adjourned the meeting at 8:45 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Send draft charter for NOx subcommittee to Directors	Micheal Smith	December 2018
Send Aivars Krumins information on founding members of EPC for creation of "history" on website	Directors	December 7, 2017
Develop a plan or options for handling and storing our notarized survey forms from recent surveys	Sasha Vragolic	December 31, 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
Follow-up with Oxychem, Formosa, Shintech, Endorama, Total for possible membership in the EPC	Aivars Krumins Tim Zygula Michael Tallman	December 31, 2018

Forwards ideas to Jeff Edwards on what next generation of EPC; Tech sharing, etc... generate charter to review incremental changes to EPC charter.	Jeff Edwards	August, 2018
Determine if NOx survey needed this year	Jake Berret	August, 2018
Session Committee chairs to forward session timing information and timing to Rick B	Session chairs	August, 2018
Program chair/co-chair to drive technology enhancement for next conference	Rick B/ Mark S	December, 2018
Develop proposal for increased AIChE involvement in sponsorships	Mark Schmidt	October 2018
Develop an EPC history document	Aivars Krumins??	Dec 2018
Develop a proposal for implementation of Sli.do for session Q&A and feedback.	Walter Postula	Dec 2018
Investigate options for increased collaboration with AIChE	Richard Rolke	Dec 2018
Committees to send in previous minutes to EPC email address.		Dec 2018
Write letter to members requesting 2019 dues	Jeff Edwards	Dec 2018
Submit MOU feedback to AIChE	Mark Schmidt	Dec 2018
Review Break Sponsor AIChE handling during 2019 conference with reauthorization step	Mark Schmidt	June 2019
Status update on MOU feedback	Mark Schmidt	Jan 2019
Knowledge Management committee to review the \$50K min funds limit before determining Omnipress subscription fee charge	Knowledge Management committee	Dec 2019
Send out a letter to user focal points communicating possible subscription fee	Knowledge Management committee	Dec 2019