

Ethylene Producers' Committee Meeting Minutes – January 30th 2020

Following are the minutes of the January 30, 2020 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Richard Beleutz.

1. Attendance

Present – Richard Beleutz, Jake Berret, Daryl Bitting, Bala Devakottai, Jeff Edwards, David Gent, Sanjeev Kapur, Aivars Krumins, Tom Pickett, Jennifer Port, Walter Postula, Richard Rolke, Mark Schmidt, Micheal Smith, Michael Tallman, Mark Whitney, and Tim Zygula

Not present – Toby Darbonne, Jeff Elam, KJ Han, Ravi Lal, and Jeff Nichols

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:

Richard Rolke called the meeting to order at 6:00pm. Richard Beleutz 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 shared information the EO Plant explosion in Spain. Several injuries and fatalities which included a person who was hit and killed in his apartment by debris from the explosion. This incident result in large public protests in the area. It serves to stress the importance for this committee to focus on process safety to prevent future incidents.

Sanjeev provided information on popcorn from the EPC database as request by CSB as part of the TPC incident investigation.

ACTION: Richard Rolke will follow-up with AIChE to get legal advice on how to deal with future requests from CSB or other parties outside of the EPC.

4. Approval of Previous Meeting Minutes:

Walter Postula sent out the “final” minutes of the December 5th meeting. Tim Zygula made a motion to approve and Sanjeev Kapur seconded. All approved.

5. Treasurer’s Report:

Bala Devakottai presented the current EPC finances.

The report is given in **Attachment 3**.

There are 14 out of 22 EPC members who have paid the 2020 dues.

3 new subscriptions have been received (1 organization and 2 individual)

6. Nominating Committee

Jeff Edwards presented on succession/election of Committee Officers

Those officers in line for automatic succession have agreed to move in to those roles for 2020-2021.

- Richard Rolke → Past Committee Chair
- Richard Beleutz → Committee Chair
- Jake Berret → Program Chair

Those proposed for elected officer positions were each confirmed by unanimous ballot votes by those present.

- Bala Devakottai → Treasurer
- Mark Schmidt → Committee Vice-Chair
- Mark Whitney → Program Co-Chair

Post meeting note: Micheal Smith has volunteered for the “Program Co-Chair elect” role for the 2020-2021 cycle. Daryl Bitting has volunteered for this role for the 2021-2022 cycle. Interest/ability to fulfill role should be confirmed prior to officer elections in 2021 and 2022, respectively.

Jeff also presented the Nominating Committee’s recommendation for John Zylks (OxyChem) Main Committee membership. See **Attachment 4** for John Zylks’ resume. John’s membership was approved by unanimous ballot vote.

The follow-up on additional producers’ joining the Committee is:

- MarkWest Javelina [Mark W.] “No”
- Huntsman [Sanjeev] “No”
- Formosa [Sanjeev] “No, but revisit”
- Indorama [Mike T.] “Wants to join”

- Shintech [Aivars] “Planning to join, at right time”
- Motiva still needs follow-up

Walter Postula presented the proposed amendments/changes to EPC Bylaws (see **Attachment 5** for details). All amendments/changes were accepted by unanimous ballot vote.

See **Attachment 6** for the full report from the Nominating Committee.

7. Program Chair Report

Mark Schmidt provided the update. See **Attachment 7** for details.

Industry 4.0 session moved from Monday to Tuesday.
Conference Dates: March 29 to April 2, 2020

8. Program Co-Chair Report

Jake Berret provided the update. See **Attachment 8** for details.

EPC Reception on Sunday, March 29th (5-6 pm), will add sponsors to this event. EPC agreed (by vote of 11 Yes and 6 No) to 4 sponsors at \$3,000 each with no mention of EPC on logos.

ACTION: Review the desire for sponsors at this reception for future conferences at the first committee meeting after the 2020 Conference.

EPC agreed (by vote of 17 Yes and 0 No) to Wi-Fi sponsors for 3 of the conference days at \$5,000 each. Signs will be allowed in conference rooms and the break room. EPC logo should not be on any signage. Wi-Fi should be available to EPC conference only. Sponsor logo can be on screen at the start and end of the session, but will not be part of the session chair slides.

ACTION: Jake to draft a response to AIChE with the agreed upon WI-Fi sponsor clauses.

Speakers' Dinner is set at Potente restaurant.
Networking Lunch is set at Irma's Southwest Grill

9. Break

10. Subcommittee Reports

Safety – (Jake Berret) One session. 5 or 6 abstracts.

Environmental – (Richard Beleutz) One session. 5 abstracts

Operations – (Richard Rolke) One session. 6 abstracts.

Maintenance & Reliability – (Sanjeev Kapur) One session. 5 or 6 abstracts

Technology & Fundamentals – (Sanjeev Kapur/Mark Whitney) Three sessions focused on the following topics:

Fundamentals – 6 abstracts

Tutorial for Acetylene Hydrogenation

Future of Ethylene – Two presentations (HIS & Braskem) followed by panel

Industry 4.0 – (Richard Rolke) One session. 5 abstracts.

Rotating Equipment – (Mike Tallman) – good shape

Feedstock – (Tom Pickett) One session. 6 abstracts.

11. **Knowledge Management**

Post Meeting: Mike Tallman sent out notification to subscribers that there will not be a maintenance fee assessed in 2020 (including “cautionary” language that potential exists for maintenance fee in 2021).

Sanjeev Kapur informed the group that Steve Coleman is targeting completing the Ethylene Decomposition learning module in February. Dane Grenoble should have NOx learning module completed by (or soon after) conference.

Walter Postula and Mike Tallman participated in discussion with AIChE regarding them hosting the EPC archive. Feeling is that AIChE will want to drive us more toward their model but is planning to come back with proposal after their IT reviews.

12. **Old Business**

13. **New Business:**

Committee voted (17 Yes and 0 No) to purchase a large room projector to be used for the Main Committee Meetings at a cost not to exceed \$750.

ACTION: Bala will purchase a projector for the next meeting

ACTION: Bala and Richard Beletz will audit the books before the next meeting.

ACTION: Bala will continue the follow-up with aligning the EPC names and addresses on file at the bank and state.

ACTION: All members to provide Mike Tallman with a 2nd responsible person for your company contact for the OmniBooks site.

14. Review Action Items List

Action item list was reviewed and updated with new actions.
See action item summary listed on the table at the end of this document.

Next Meeting:

The next meeting will be at 6:00 pm, June 18, 2020 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

Future Meeting dates

August 13, 2020

October 15, 2020

December 10, 2020

February 11, 2021

2020 EPC Conference:

Hilton Americas – Houston, TX

Conference March 29 – April 2, 2020

Future conferences:

2021 Dallas

2022 San Antonio

2023 Houston

2024 New Orleans

15. Adjournment:

Richard Rolke adjourned the meeting at 8:30 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Complete Tax Return	Bala Devakottai	April 2020
Develop a charter for a second meeting on NOx around analytics for review by the committee	Micheal Smith	March 2020
Send notice to website subscribers that maintenance fees will not be required for 2020 but remain a possibility for 2021.	Mike Tallman	May 2020 (when notification of 2020 upload is sent)
Provide comment to Aivars regarding EPC Timeline issued in December, fill in blanks (if known)	All	June 2020
Richard Rolke will follow-up with AIChE to get legal advice on how to deal with future requests from CSB or other parties outside of the EPC.	Richard Rolke	June 2020
Review the desire for sponsors at this reception for future conferences at the first committee meeting after the 2020 Conference.	Richard Beleutz	June 2020
Jake to draft a response to AIChE with the agreed upon WI-Fi sponsor clauses.	Jake Berret	March 2020
Bala will purchase a projector for the next meeting	Bala Devakottai	June 2020
Bala and Richard Beleutz will audit the books before the next meeting	Bala Devakottai Richard Beleutz	June 2020
Bala will continue the follow-up with aligning the EPC names and addresses on file at the bank and state	Bala Devakottai	June 2020
All members to provide Mike Tallman with a 2 nd responsible person for your company contact for the OmniBooks site	All	June 2020