

**Ethylene Producers' Committee Meeting
Minutes – June 17th, 2021**

Following are the minutes of the June 17, 2021 meeting of the Ethylene Producers' Committee (EPC) held virtually.

Minutes prepared by Jake Berret.

1. Attendance

Present – Richard Beleutz, Jake Berret, Daryl Bitting, Toby Darbonne, , Bala Devakottai, Jeff Edwards, Jeff Elam, Dan Euhus, David Gent, KJ Han, Sanjeev Kapur, Aivars Krumins, Ravi Lal, Jennifer Port, Walter Postula, Richard Rolke, Mark Schmidt, Micheal Smith, Yong Wang, Mark Whitney, Tim Zygula, John Zylks

Not present – Jose de Barros, Alex Michinel, Michael Tallman,

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]

Members, please check your information on the Contact Info sheet in Attachment A1 and send any/all updates to Jake Berret.

2. Call To Order:

Mark Schmidt called the meeting to order at 5:30 pm. Jake Berret 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 A2**.

3. Five Minutes on Safety:

By Aivars Krumins

The safety presentation appears in **Attachment A3**.

4. Approval of Previous Meeting Minutes:

Mark Schmidt sent out the “final” minutes of the February 11, 2021. Sanjeev Kapur made a motion to approve, and Richard Rolke seconded. All approved.

5. Treasurer’s Report:

Bala Devakottai presented the current EPC finances. The report is given in **Attachment A4**.

ACTION: Bala and Mark S to follow-up with hotel regarding possibility of in-person/virtual meetings on 10/14/21, 12/9/21 and 2/10/21.

6. Nominating Committee

The following elections were held using Menti.com. All votes were approved.

2021 – 2022 Nominating Committee:

Membership approved for: Rick Beleutz (Chair); Aivars Krumins; Richard Rolke and Tim Zygula

2021 - 2022 Knowledge Management Subcommittee:

Membership approved for: Sanjeev Kapur, Walter Postula, Micheal Tallman and Mark Whitney

1-year Member Renewals approved for Sanjeev Kapur and Aivars Krumins.

5-year Renewal approved for Toby Darbonne.

Lyondell Basell will transition to one EPC representative (Rick Beleutz). Jeff Nichols will no longer serve as an EPC Director.

The Nominating Committee presentation is in **Attachment A5**.

Voting results are shown in **Attachment A5a**.

ACTION: Rick Beleutz to follow-up with Sasol regarding EPC membership.

7. Review / Critique 2021 Conference

Jake Berret reviewed feedback and continuous improvement ideas for the 2021 virtual conference. The presentation is in **Attachment A6**.

ACTION: Mark Whitney to follow-up with AIChE regarding should a virtual format occur in the future see if recordings can be made available beyond 30 days

8. 2022 Conference Planning/Status

Mark Schmidt discussed the meeting held with AIChE and current plan is to hold an in-person EPC Technical conference for April 2022. Potential site visit in August.

ACTION: EPC Directors to email Mark Schmidt with company travel information regarding COVID restrictions

9. Program Chair/ Co-chair Report

Mark Whitney and Micheal Smith discussed plans for the April 2022 EPC Conference. See **Attachment A7** for details.

10. Break

11. Subcommittee Reports

Safety – (Jake Berret)

Subcommittee has met and is generating ideas for papers

Environmental – (Richard Beleutz)

Subcommittee has met and is generating ideas for papers

Operations – (Richard Rolke)

Subcommittee is scheduled to meet in July

Maintenance & Reliability – (Sanjeev Kapur)

Subcommittee is scheduled to meet in July

Technology & Fundamentals – (Aivars Krumins)

Subcommittee has met and is considering building off of the theme from the Keynote and Networking session at last year's conference around the circular economy. They are considering a panel on strategies for Net Zero, focus the Fundamentals session on new technologies 5 to 10 years out and a 3rd session on what can current and near-term new plants do. The latter could be a joint session with another subcommittee. The TSC also discussed a tutorial on distillation as a joint session with Distillation Group.

Industry 4.0 – (Richard Rolke)

No update

Rotating Equipment – (Mike Tallman)

No update

Feedstock – (Mark Whitney)

Subcommittee has met and has a good number of papers for review

ACTION: EPC Directors to send Mark Whitney session chair and co-chair information

12. Knowledge Management

Walter Postula reported they are waiting on Omnipress to complete the upload of 2021 data.

Sanjeev Kapur updated on the ongoing discussion with EEPC for a tutorial that could possibly be shared on popcorn polymer.

Post meeting note: All main committee and subcommittee meeting minutes sent to the gmail account through May of 2021 have been posted to the EPC website. Directors should check on minutes dates and inform Walter Postula of missing minutes. An e-mail was sent to Directors on May 27th to inform of same.

13. Old Business

Speaker Recognition

Rick Beleutz and Jake Berret discussed the completion of Speaker Recognition for the 2021 EPC virtual conference. Amazon fifty-dollar e-gift cards were distributed to US-based presenters, session chairs and co-chairs.

14. New Business:

Micheal Smith discussed the Low Temperature Safety Subcommittee Charter with a goal to have a paper for the 2022 conference.

Mark Schmidt presented a Committee Role list. The list, on EPC letterhead, states the officers and members as well as their subcommittee roles. The list will be affirmed (by signature) of the Committee Chair on a yearly basis and posted to the EPC website. The intent of the list is to provide "official" documentation of officers and roles. Bala has been asked by various entities over the past year for such documentation prior to conducting business with him/EPC.

ACTION: Mark Schmidt to send out Committee Role list. Walter Postula will post signed copy on EPC website.

15. Review Action Items List

Action item list with new actions.

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

Next Meeting:

The next meeting is August 12, 2021 (virtual).

2022 EPC Conference:

Conference: April 10-14, 2022, San Antonio, Tx.

Meeting dates for the 2021-2022 Conference Cycle:

8/12/2021	Virtual
10/14/2021	TBD
12/9/2021	TBD
2/10/2022	TBD

Future conferences:

2023	Houston
2024	New Orleans

16. Adjournment:

Mark Schmidt adjourned the meeting at 8:05 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Align EPC names and addresses on file at the bank and state.	Bala Devakottai	June 2021
EPC Directors to email Mark Schmidt with company travel information regarding COVID restrictions	All EPC Directors	July 2021
Follow-up with hotel regarding possibility of in-person/virtual meetings on 10/14/21, 12/9/21 and 2/10/21.	Bala Devakottai / Mark Schmidt	August 2021
EPC Directors to send Mark Whitney session chair and co-chair information	All EPC Directors	August 2021
Send out Committee Role list to EPC Directors	Mark Schmidt	August 2021
Post signed copy of Committee Role list to EPC website	Walter Postula	August 2021
Follow-up with Sasol regarding EPC membership.	Rick Beleutz	October 2021
Follow-up with AIChE regarding should a virtual format occur in the future see if recordings can be made available beyond 30 days	Mark Whitney	October 2021

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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	December 2021
Work with AIChE to agree upon WI-Fi sponsor clauses for 2022. (Not needed until meeting is in person)	Micheal Smith	December 2021
Bala will purchase a projector for the next in person meeting.	Bala Devakottai	December 2021
Develop recommendation to reduce bank fees.	Bala Devakottai	February 2022
Nominating committee reevaluate the need for Program Co-Chair Elect.	Richard Beleutz	February 2022