

Notes from meeting on January 16, 2017

Attendance:

Dwight Hines, Joe Lally, David Hood, Dave Smith, Andre Bernard, Tom Pickett, Dane Grenoble, Hua Mo

New Action Items

Ask Main Committee about including Excel spreadsheet. (Tom) Access would be via EPC Website?

Authors / Presenters need to check with Legal Departments about signing statement to be notarized. (Presenter, Authors)

- Schedule next meeting for first of next week (Mark to schedule)

Agenda

1. Review Action Items

- Need to determine if we can export it to a spreadsheet. (Tom)
- Consolidate information in Excel. (Andre)
- Meet early next week (Mark to set up Monday / Tuesday)
- Send out both 1994/2004 survey papers (Mark)
- Send Word form of survey as a reference (Mark)

1. Discuss Ideas for Paper

2. Provide Excel database to users? Need to run by Main Committee.

3. Note: After reviewing the 2014 paper, it does have the information in the spreadsheet, even the vintage, size, etc. of the plants. So, the question is whether we can supply this in the form of a spreadsheet.

4. Comparison with 2004 paper and how things have changed

5. Need a few slides to do this comparison of what is different and also the same.

6. How to proceed?

7. Finish pulling information into spreadsheet (Andre)

8. Form that has to be notarized (Sent by Tom to all authors via separate email) Who has to sign? Authors / Presenters to ask their own Legal Departments.

9. Break down writing of the paper into tasks, using 2004 paper as a template.

10. Mark to assign sections by next meeting.

11. Authors

12. Joe

13. Dave

14. Lea Ann

15. Art

16. Steve

17. Mark

18. Andre (optional)

19. Presentation

20. One presenter.

21. Will put slides together after paper is written because due date is later.

IMPORTANT DATES:

AICHE draft paper due: Feb 22, 2017

AICHE final papers due: Mar 1, 2017

AICHE draft slides due: Mar 13, 2017

Conference: Mar 26, 2017

Book hotel early because AFPM is meeting in San Antonio at the Hyatt at the same time.