

## EPC Safety Subcommittee Meeting Agenda

Place: Double Tree Hilton – Greenway Plaza

Time: August 13, 2015, 4:30 – 5:30

1. Welcome / Review Agenda – Jake B
2. Reading of the Anti-Trust Statement – Jake B

“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.”

3. Review committee membership & Update - All
4. Discuss committee leadership

Jake Berret has volunteered to be the committee co-chair, Mark Schmidt volunteered to be the session chair. We still need to select a session co-chair.

Jake is also session co-chair.

5. Review 2016 plans
  - Review status of known papers / ideas – see excel file
  - Review new paper ideas -see excel file
  - Assign a committee representative to each paper that can coordinate with the author to get a quality paper and presentation on time.

Furnace isolation – Gwen

Tandem seals – Jake

Voting architecture – Sankar

- Review the due dates for abstracts and papers.

Nov 2 for abstracts

Mar 15 for papers

6. Review open action items
7. Review new action items

Finalize session/papers in Sept meeting  
Abstracts in hand by October meeting  
Mark S – reach out to CSB for paper  
Gwen – research AFPM previous papers  
Trobie - process safety management best practices  
Jake – pursue cold embrittlement  
Jake – reach out to API on best practices  
Toby – CCPS KPI's for Process safety metrics

Next meeting – discuss learning modules; Safety subcommittee to assist in determining topics for future online tutorials; 1<sup>st</sup> on line tutorial will be by Ralph King on embrittlement