

EPC Safety Subcommittee Meeting Minutes

Place: Double Tree Hilton – Greenway Plaza

Time: October 29, 4:30 – 5:00

Attendees: Jonathan Sterne, Mark Schmidt, Jake Berret, Gwen Kelly, Sankar Mahalingam, Rob Fox, Toby Darbonne, David Gent, Michael Smith

1. Welcome / Review Agenda – J. Sterne
2. Reading of the Anti-Trust Statement – J. Sterne

“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 of Papers for 2016

- Committee reviewed the status of the papers. We have 5 abstracts currently. The committee is ready to commit on all of those, except the paper on process safety training for operators, which we feel isn't pertinent to our audience. We don't want to turn this paper down yet until we get an additional paper from CCPS or AFPM.
- Reviewed AFPM Papers. The committee is most interested in the following papers and would like to see if we can have them present:
 - Process Safety Site Assessments (if they include ethylene facilities) by Andrew Broadnet
 - The Human Side of Errors by Ian Nimmo
 - The Top Ten Reasons for Fixed Equipment Mechanical Integrity Failures in the Hydrocarbon Process Industries by John Reynolds
- Toby has been in touch with CCPS and they are willing to give us a paper. An abstract will be provided next week by Louisa Nara.
- Committee members were assigned to each paper to act as a liaison (see tracking sheet)
- Reviewed the due dates for abstracts and papers. We need to confirm:
 - When are the abstracts REALLY due?
 - When do we need to order the papers?

4. Review action items

- Mark S – reach out to CSB for paper
 - a. We will drop this for 2016 and may pick it up in 2017. CSB has been difficult to get in contact with.
- Jake – pursue cold embrittlement (DONE)
 - a. COMPLETE. Abstract is in hand
- Jake – reach out to API on best practices
 - a. We will drop this for 2016 and may pick it up in 2017.
- Toby – CCPS KPI's for Process safety metrics
 - a. COMPLETE. Abstract is expected next week

5. New Business

- Michael Smith is going to send out a draft charter for a new subcommittee to discuss Cold Safety in ethylene plants. The committee is in agreement that this would be a useful working group that would be modeled after the NOx gums committee.
- Would like to incorporate safety moments that the beginning of all future meetings. Rob Fox has volunteered to do the next safety meeting.

6. New Action Items

- Jonathan Sterne – Contact the AFPM authors that we would like to have present at the 2016 EPC. This includes Andrew Broadnet, Ian Nimmo, John Reynolds.
- Jonathan Sterne – Learn the due date for abstracts and ordering the papers.
- Michael Smith – Provide a draft charter for this committee to review for a cold safety team.
- Rob Fox – Prepare a safety moment for the next meeting

7. Next Meeting

- The next meeting may be cancelled depending on how we end up in the next 2 weeks. Email will be sent to confirm that all the abstracts are uploaded, approved and ordered.