

Ethylene Producers' Committee Meeting
Minutes – January 26th, 2017
FINAL

Following are the minutes of the January 26, 2017 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Tim Zygula

1. **Attendance**

Present – Richard Beleutz, Toby Darbonne, David Gent, Sanjeev Kapur, Jeff Nichols, Gene Osborne, Richard Rolke, Micheal Smith, Michael Tallman, Bala Devakottai, Jeff Edwards, Aivars Krumins, Ravi Lal, Tom Pickett, Walter Postula, Mark Schmidt, Paul van Helmond, Sasha Vragolic, Greg Yeo, and Tim Zygula

Not present – Chaka Elam, Jake Berret

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:**

Committee Chair Sasha Vragolic called the meeting to order at 6:00pm. Tim Zygula 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 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.”

The meeting agenda was published in advance and appears in **Attachment 2**.

3. **Five Minutes on Safety:**

Toby Darbonne presented on “Is it really necessary to have an incident free workplace?” to remind the group on the need to aspire to achieve 100% incident free workplace. The slides for this presentation appears in **Attachment 3**.

4. **Approval of Previous Meeting Minutes:**

Tim Zygula sent the draft minutes of the December 1st meeting to all members on January 4, 2017. The comments received are reflected in the final minutes. The final minutes were published by Tim on January 16, 2017. Aivars Kruminis proposed to approve the minutes. The proposal was seconded by Mike Tallman and approved unanimously.

5. **Treasurer's Report:**

Tom Pickett presented the current EPC and KM finances.

There has not been much activity since the last meeting except for dinner expenses and a payment for the speaker's dinner. It looks like there will be about \$33,582 in the General Fund at the end of January (compared to ~\$17,714 estimated at this time last year). Tom has received ~\$23,800 in sponsorships and \$950 in membership dues.

Tom mentioned that it appears that payment of membership dues is increasing and it looks like that most of the members will have paid their dues by the end of the month. There has been no activity in the Knowledge Management account since the last meeting.

A copy of the Treasurer's report is included in **Attachment 4**.

6. **Review of the EPC Bylaws, Article VII**

Sasha Vragolic presented Article VII of the EPC Bylaws. The slides presented are in **Attachment 5**.

7. **Nominating Committee**

Walter Postula proposed a change to the Bylaws Article VI, Sections 6-7. Inclusion of the gmail account in communication of Committee and Subcommittee meeting minutes. It was also proposed to remove the Committee Chair and Committee Vice-Chair from the distribution list for Subcommittee minutes. He called for a vote on the proposed changes to the Bylaws. The vote was taken and the measure was approved unanimously. The changes to the Bylaws is shown in **Attachment 6, 7**.

Walter Postula held Officer elections for Program Co-Chair, Committee Vice-Chair, and Treasurer. All three of these positions were to be voted on.

The following committee members will be Committee Officers for 2017-2018. Their positions were set by Automatic Succession

Sasha Vragolic - Past Committee Chair
Tim Zygula - Committee Chair
Richard Rolke - Program Chair

The following committee members will be Committee Officers for 2017-2018. Their positions were determined by election.

Tom Pickett, Treasurer – Elected by unanimous vote.
Jeff Edwards, Committee Vice-Chair - Elected by unanimous vote.
Rick Beleutz, Program Co-Chair - Elected by unanimous vote.

We did have two members that have agreed to serve as Program Co-Chair during the 2017-2018 planning cycle. One is Rick Beleutz, who volunteered last time and the other is Mark Schmidt. The Nominating Committee Chair circulated a proposal to the Main Committee prior to the meeting to have unopposed election of Rick Beleutz to Program Co-Chair with Mark Schmidt being retained as a nominee for the following year. Feedback from the Committee was in support of this proposal.

The proposal for officers is shown in **Attachment 6**.

8. **2017 Program Chair Conference Report**

Jeff Edwards presented his report on the program chair activities for the 2017 EPC conference. The sessions are in excellent shape. Jeff is sending out reminders to the Session Chairs and the Authors to upload their extended abstracts as soon as possible. He will remind the Session Chairs to allow the authors to upload their extended abstracts so that they can accept the permission to publish/present their papers.

Jeff will check to see to see if the Kister distillation is shown as one of the EPC sessions.

Jeff will look into changing the Co-Sponsorship of the distillation and ethic sessions.

Jeff reminded the EPC members to get their hotel rooms as soon as possible. The hotels are filling up quickly.

The slides for his presentation are in **Attachments 8, 9**.

9. 2017 Program Vice Chair Conference Report

Richard Rolke presented the Program Co-Chair report. The slides for this presentation are in **Attachment 10**.

The Sunday Night Reception will be at the New Henry B. Gonzalez Convention Center. The time of the reception will target Sunday between 5:00-6:00 PM.

The Speaker's dinner will be at the Little Rhein Steak House. The contract for the event has been completed. The event will be March 27th from 6:00 PM to 10:00 PM. The RSVP letters have not been sent out yet. The target for this will be before the end of February.

The contract for the Networking Lunch has been completed. The lunch will be held at Rio Rio Cantino. The venue will hold 150 guest. The tickets for the event should be available to purchase when you register for the conference.

The Fire Marshall is allowing our breaks to be held in the "atrium." The requirement is that tables will be on the perimeter. There will be space for 45 tables. Richard sent out the sponsor letters in early December. All 45 sponsorships have been taken. 41 sponsors have made their donation. Richard is waiting on 4 vendors to make their donation. Richard will work on planning a menu for the break refreshments in February.

A venue needs to be arranged for the EPC/EEPC lunch/meeting. Sasha communicated with Jos Vankevelaer (BASF) and he indicated he would be in attendance and would like a formal meeting.

10. Subcommittee Reports

Safety – Toby Darbonne reported.

The safety subcommittee will have two sessions at the 2017 conference.

The main session will be the General Safety session. This session has 6 abstracts uploaded.

Toby reported that he has had good feedback from all of the authors

The second sessions will be on SIS methods used to prevent cold embrittlement failure. The session has 5 abstracts uploaded. The 1st presentation for the tutorial on SIS basics will be twice the "normal" time.

Micheal Smith reported that he has not any feedback from BASF on the control valve failure paper. Tim Zygula will follow up with Richard Kratzer on the control valve failure paper.

Environmental – Rick Beleutz reported that the environmental session is in good shape. One of the authors requested a wavier for conference fees. The EPC committee decided to reject this request because it was not warranted. There will be a “dry run” of the presentations in mid-March.

Operations – Jeff Edwards reported.

The operations session currently has six abstracts uploaded. Jeff will follow up on a potential duplicate paper (Hua Mo, Baker-Hughes) that may have been submitted to multiple sessions. Jeff will send out a list of what is in confex to the operations subcommittee.

Maintenance – Paul van Helmond reported.

The maintenance subcommittee will have three papers before the break. After the break there will be one lead in paper followed by a panel discussion.

Technology & Fundamentals – Mike Tallman reported.

The technology subcommittee will have three sessions.

- a. Fundamentals – Has 7 abstracts in place. All 7 selected abstract authors have been contacted and apprised of dates and deadlines. The session does not have any concerns at this time.
- b. Large Capacity Plants – Has 6 abstracts in place. All 6 selected abstract authors have been contacted and apprised of dates and deadlines. Krishna has requested that draft slides be turned in to him by March 1, so that actual presentation emphasis can be adjusted.
- c. Technology Solutions to Address Ethylene Plant Environmental Challenges. Update provided in the Environmental Section.

Process Control – Sasha Vragolic reported.

The session has four abstracts in confex and is in good shape for the conference. The session is on Monday morning (shortened because of AIChE keynote).

Rotating Equipment – Mike Tallman reported.

Rotating will have two sessions; The morning session will have 3 papers and a round table discussion. The afternoon session will have 5 papers.

Feedstock – Tom Pickett reported. The feedstock session will have 5 papers and a presentation of the feedstock survey. All of the authors have been confirmed that they will participate in the session.

11. **Break**

12. **Knowledge Management**

Greg Yeo reported on the subcommittee activities:

Omnipress is moving away from the current software platform that our website is built on. They have communicated to us that they will not support this platform. In an earlier attempt they provided us with a proposal to convert our website to the new platform. The KM committee consider the cost of the conversion to be too high. The committee did not act on this proposal. Recently Omnipress provided us with another proposal to perform this conversion at a much lower cost.

Greg Yeo proposed that the Knowledge Management Subcommittee develop a proposal for an upgrade of our Omnipress website. This would include what would be included in the scope of the project. The cost of the project and a time line of when the project would be completed. We would want to make it clear to Omnipress that we would want this work completed in this calendar year. The EPC main committee accepted this proposal.

Mike Tallman will follow up with Omnipress to communicate our intention to progress forward with the platform change of our current website.

All subcommittees should send final meeting minutes, attendance sheets and other related materials to the following Gmail address.

ethyleneproducerscommittee@gmail.com

13. **Old Business:**

Low Temperature Embrittlement subcommittee – Micheal Smith reported that the subcommittee is working on aggregating the data received from the survey in preparation for the February 2nd meeting. There will be a meeting on February 2nd 2017 at the Linde facility. At the meeting there will be no papers but there will be a presentation. The development of the presentation is on track and will be ready by the time of the meeting. The committee will issue meeting minutes of the February 2nd meeting.

There was more discussion on simplifying the break sponsorship effort. Jeff Edwards, Richard Rolke, and Aivars Kruminis have had a meeting on this issue since our last meeting. The group has determined the following issues with the current system.

- The current system is antiquated.
- The current system requires vast amounts of document handling. This system is somewhat time consuming and is prone to mistakes and errors.

Aivars suggested a path forward to develop a solution to correct the problems with the break sponsorship system. He proposed to form a committee to develop a duty spec for an online sponsorship sign-up system. Consideration to be on what platform this would be done on, i.e. Omnipress or via AIChE. The committee would provide alternatives and potential costs to create this on line capability. The proposal would consider using KMC funds to institute this change. The EPC main committee accepted this proposal.

Walter Postula, Richard Beleutz and, Mike Tallman have agreed to be on the Break Sponsorship task force with Aivars to develop an upgrade proposal.

14. **New Business:**

Tim Zygula presented the proposed dates for the 2017-2018 EPC meetings. The slides for this presentation are in **Attachment 11**. The current meeting schedule calls for 5 meetings in 2017 and 1 meeting in 2018. There was some discussion about the need to have multiple meetings in 2018. Tim Zygula will look at the meeting schedule and refine the current dates to correspond with our Key Topics Agenda document. He will communicate any date changes to Tom so he can finalize the contact with the hotel.

15. **Review Action Items List**

See action item summary listed on last page of minutes.

16. **Next Meeting:**

The 2017 EPC conference is scheduled for March 26-30, 2017 at the Henry B. Gonzalez Convention Center in San Antonio.

The next meeting of the planning cycle will be at 6:00 pm June 15, 2017 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

17. **Adjournment:**

Committee Chair Sasha Vragolic adjourned the meeting at 8:30 PM.

ACTIONS SUMMARY

ITEM	BY	WHEN
Discuss later in the year about the possibility of electronic feedback on our conference sessions using the AIChE APP.	Sasha Vragolic	Ongoing
Jeff will check to see to see if the Kister distillation is shown as one of the EPC sessions.	Jeff Edwards	February 15, 2017
Jeff will look into changing the Co-Sponsorship of the distillation and ethic sessions.	Jeff Edwards	February 15, 2017
Jeff will remind all the session chairs that they will need to get permission to publish and permission to record from all authors.	Jeff Edwards	Ongoing
Obtain clarification on copyright on pictures in the Ralph King presentation.	Greg Yeo	Ongoing
Aivars will put together a subcommittee to make a proposal to streamline the break sponsorship process.	Aivars Krumins	June 15, 2017
Aivars will work to develop a proposal for modifications to the break sponsorship system.	Aivars Krumins	June 15, 2017
Greg Yeo and the Knowledge Management Subcommittee will develop a proposal for an upgrade of our Omnipress website.	Greg Yeo	June 15, 2017
Mike Tallman will follow up with Omnipress to communicate our intention to progress forward with the platform change of our current website.	Mike Tallman	March 1, 2017
Tim will look at the meeting schedule and refine the current dates to correspond with our Key Topics Agenda document.	Tim Zygula	February 15, 2017
Make initial contact with Oxychem regarding Committee membership (Nominating Committee to follow up once correct contact is identified and Oxychem is producing ethylene)	Aivars Krumins	Ongoing
Re-establish contact with Huntsman to gauge their interest in rejoining the Committee. (Nominating Committee to follow up once correct contact is identified and interest expressed)	Sasha Vragolic	Ongoing