

Ethylene Producers' Committee Meeting Minutes – October 11th, 2018

Following are the minutes of the October 11, 2018 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Richard Rolke.

1. Attendance

Present – Rick Beleutz, Jake Berret, Chaka Elam, David Gent, Sanjeev Kapur, Ravi Lal, Aivars Krums, Jeff Nichols, Gene Osborne, Tom Pickett, Jennifer Port, Walter Postula, Richard Rolke, Mark Schmidt, Michael Tallman, Sasha Vragolic, Mark Whitney, and Tim Zygula

Not present – Toby Darbonne, Bala Devakottai, Jeff Edwards and Micheal Smith

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:

Tim Zygula called the meeting to order at 6:00pm. Richard Rolke 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 2**.

3. Five Minutes on Safety:

Jake Berret presented the safety topic on preventing back pain/injuries.

4. Approval of Previous Meeting Minutes:

Richard Rolke sent the final minutes of the Aug. 9th meeting, incorporating comments he received. Meeting minutes were approved with no corrections needed.

5. Treasurer's Report:

Tom Pickett presented the current EPC finances. The report is given in **Attachment 3**. The general fund balance is currently at \$9317. Previous balance was \$13,990. There were no deposits since last meeting. Total expenditures were for previous EPC dinner, Conference Speakers dinner deposit, and Omni Press fees.

Knowledge management fund received no new subscription deposits. No change in balance from previous month.

Total overall account balance is about \$13,000 lower than a year ago.

6. Nominating Committee

Nothing to report

7. Program Chair Report

Rick Beleutz reviewed the plans for the New Orleans conference including proposed session schedule changes. New session added for Radiant Coil Metallurgy for Wed Big Data session will move to Tuesday. A new Thursday session added; Tutorial - Chemical treatment in Ethylene Plants. Overall abstract counts currently uploaded are low at 11. Reviewed session room layouts. One larger room; ~300 seating capacity and one medium room with ~270 seating capacity. See **Attachment 4** for details.

8. Program Co-Chair Report

Mark Schmidt reviewed progress on events. Speakers' dinner contract at the Pelican Club done with deposit sent. Plan for 125 attendees. Networking lunch set for Mother's. ~~AICHE-AIChE~~ to manage with room for 165 attendees. For the break sponsorship, ~~AICHE-AIChE~~ is not yet set to manage the catering. Table count set for 50. See **attachment 5**.

9. Committee Chair Report

Jeff Edwards was not able to attend. No specific report.-

10. Subcommittee Reports

Safety – Jake Berret – one session planned with 1 abstract submitted and 4 in development4.

Environmental – Rick Beleutz – one session with 5 abstracts submitted and 2 extra available

Operations – Richard Rolke – Expecting one session. 1 abstracts submitted and 2 in development. 2 tutorials in development.

Maintenance – Sanjeev Kapur – 5 potential papers in development.

Technology & Fundamentals – Michael Tallman – 4 abstracts submitted and 4 in development.

A new extra session set for **Radiant Coil Metallurgy**. 4 abstracts in development. Thursday session setup for **Tutorials on Chemical Injection**. No current abstracts.

Process Control – Sasha Vragolic – 2 papers submitted. Possible round table discussion.

Big Data Session – No current abstracts but lots of interest.

Rotating Equipment – Michael Tallman – 2 abstracts submitted and 10 potential.

Feedstock – Tom Pickett – 1 abstract submitted and 6 potential.

11. Knowledge Management

No updates

12. New Business:

A) Walter reviewed proposal to use Sli.do for session feedback tool versus handwritten feedback. Tool can provide

- i. Pre-populate questions for speakers and panels
- ii. Audience questions
- iii. Session feedback
- iv. Voting process capability

Motion to implement approved. Audience notification will be included in session introduction slides. **Attachment 6**

B) Discussion on whether the following companies should be invited to join EPC; Oxy-Chem, Formosa USA, LACC, Indorama, and Total

C) Richard discussed dialog with AICHE-AIChE around further collaboration efforts. Will look into the options proposed further.

13. Review Action Items List

Action item list was reviewed and updated.

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

14. Next Meeting:

The next meeting will be at 6:00 pm Dec 6th, 2018 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

Following meetings:
Jan 31st

2019 EPC Conference:
Hilton Riverside in New Orleans, LA.
Draft session schedule input – June 20, 2018
Call for papers June 25, 2018
Conference March 31 – April 4, 2019

Future conferences:
2020 Houston - Hilton Americas/GRB
2021 Dallas
2022 Florida?
2023 Houston
2024 San Antonio or New Orleans

15. Adjournment:

Tim Zygula adjourned the meeting at 8:45 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Send draft charter for NOx subcommittee to Directors	Micheal Smith	December 2018
Send Aivars Kruminis information on founding members of EPC for creation of "history" on website	Directors	December 7, 2017
Develop a plan or options for handling and storing our notarized survey forms from recent surveys	Sasha Vragolic	December 31, 2017
Develop a proposal to address the proper share of the fees for merged companies to pay for archiving costs.	Knowledge Management	December 31, 2017
Follow-up with Oxychem, Formosa, Shintech, Endorama, Total for possible membership in the EPC	Aivars Kruminis Tim Zygula Michael Tallman	December 31, 2018
Forwards ideas to Jeff Edwards on what next generation of EPC; Tech sharing, etc... generate charter to review incremental changes to EPC charter.	Jeff Edwards	August, 2018
Determine if NOx survey needed this year	Jake Berret	August, 2018
Session Committee chairs to forward session timing information and timing to Rick B	Session chairs	August, 2018
Program chair/co-chair to drive technology enhancement for next conference	Rick B/ Mark S	December, 2018
Develop proposal for increased AICHE -AICH E involvement in sponsorships	Mark Schmidt	October 2018
Develop an EPC history document	Aivars Kruminis??	Dec 2018

Develop a proposal for implementation of Sli.do for session Q&A and feedback.	Walter Postula	Dec 2018
Investigate options for increased collaboration with AICHE AICHE	Richard Rolke	Dec 2018
Committees to send in previous minutes to EPC email address.		Dec 2018