

Ethylene Producers' Committee Meeting Minutes – August 8th 2019

Following are the minutes of the August 8, 2019 meeting of the Ethylene Producers' Committee (EPC) held at the Double Tree Hotel in Houston, TX.

Minutes prepared by Richard Beleutz.

1. Attendance

Present – Rick Beleutz, Jake Berret, Toby Darbonne, Bala Devakottai, Jeff Edwards, Sanjeev Kapur, Ravi Lal, Jeff Nichols, Tom Pickett, Jennifer Port, Walter Postula, Richard Rolke, Mark Schmidt, Micheal Smith, Michael Tallman, and Tim Zygula

Not present – David Gent, Aivars Kruminis, and Mark Whitney

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:

Richard Rolke called the meeting to order at 6:00pm. Richard Beleutz 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:

Richard Beleutz presented the safety topic on the use of Mentimeter for more interactive Conference Sessions or Workplace Safety Topics. See **Attachment 3**

4. Approval of Previous Meeting Minutes:

Jake Berret sent the “draft” minutes of the Jun 13th meeting. Jeff Nichols made a motion to approve and Mark Schmidt seconded. All approved meeting minutes with amendments. See **Attachment 4** for the Amended Minutes.

5. Treasurer's Report:

Bala Devakottai presented the current EPC finances. The report is given in **Attachment 5**.

Year to date, the knowledge management fund had deposits valued at \$10,000 consisting of three corporate and two individual subscriptions deposits. The OmniPress annual uploading fee of \$8,985 was paid.

6. Nominating Committee

Walter Postula led discussion for the Nominating Committee.

Two new members were interviewed and recommended by the committee to replace recent member departures from Ineos and Eastman.

- Jeff Elam from Ineos
- Daryl Bitting from Eastman

The EPC attending members voted unanimously in favor for Jeff Elam and Daryl Bitting on to the EPC Main Committee.

Action was taken for Richard Rolke to send welcome emails with invitation to the next EPC meeting. Completed.

The group discussed further inquiry regarding EPC membership with for the following companies (and corresponding members responsible for follow-up): Indorama (M. Tallman), Shintech (A. Krumins), Lotte (T. Darbonne), Formosa (S. Kapur), Huntsman (S. Kapur) and Oxy (B. Devakottai).

See **Attachment 6** for details.

7. Program Chair Report

Mark Schmidt reviewed the Program Chair report.

- Jul. 9th - Houston site visit (Hilton Americas)
- Nov. 22nd - Abstracts will close
- Dec. 13th - All papers submitted or rejected

The conference session and break room locations were reviewed. The layout drawing will be updated for the next meeting.

Session Status

- 12 sessions are loaded into Confex
- 0 Abstracts
- Process Control Session will be dropped for the 2020 Conference

Action for all Subcommittees – Provide the Program Chair with Session Information; Title, Chair, and Co-Chair.

See **Attachment 7** for details.

8. Program Co-Chair Report

Jake Berret reviewed the Program Co-Chair report.

- Planning for 55 sponsors
- Three Speakers' Dinner locations were visited with follow-up proposals provided. Jake recommended Restaurant Potente with a three alcoholic drink limit with approval needed to increase quantity.
- Three Networking Lunch locations were visited with follow-up proposals provided. Jake recommended Irma's Southwest Grill.

The attending EPC members voted approved the following details to secure a contract for the Speakers' Dinner and Networking Lunch.

- Approved a Maximum Budget of \$16,500 to sign a contract for the Speakers' Dinner with Potente for 110 people.
- Approved a \$55 per person charge for the Networking lunch at Irma's Southwest Grill for up to 150 people. Contract will be negotiated by AIChE.

Actions:

- Jake will finalize and sign the contract with Potente for the Speakers' Dinner.
- Jake will provide information to AIChE to sign a contract with Irma's for the Networking Lunch.

See **Attachment 8** for details.

9. Committee Chair Report

Richard Rolke reiterated his thoughts for the 2020 Conference with emphasis on tutorials for entry level engineers as attendance is typically higher for the Houston location.

Richard Rolke thanked Jeff Edwards for his role as the 2019 Committee Chair.

10. Subcommittee Reports

Safety – Jake Berret – one full session with several ideas for papers. A second joint session with Operations is under consideration focusing on commissioning.

Environmental – Richard Beleutz. One full session with papers and authors are being considered for Ethylene MACT, Zero Flaring, SCR Operation, CO₂ reduction, and plastic life cycle. A second short session (Monday morning) is being considered for a panel discussion around Flare System Challenges and Technical Options. A participation request email was sent out to gauge EPC member commitment.

Operations – Richard Rolke – Kick off meeting in July. One session focused on tutorials with no papers to date. Joint session with Safety is under consideration.

Maintenance – Sanjeev Kapur – Met and have a list of possible paper topics consisting of refractory, cooling water, steam, tube reliability...

Technology & Fundamentals – Michael Tallman – Planning on three sessions focused on the following topics; Fundamentals, Tutorial for Acetylene Hydrogenation, and Future of Ethylene (possibility after the Keynote address if there is one).

Process Control – Disbanded for the present. There will be no Process Control session for the 2020 Conference.

Big Data – Richard Rolke will continue to sponsor the Big Data session.

Rotating Equipment – Michael Tallman – two sessions will be held and are soliciting papers. Chair and Co-chair will be the same as the 2019 Conference.

Feedstock – Tom Pickett – One session with 5 papers considering NORM and SCR. Joe Lally will serve as session chair and Andre Bernard will serve as co-chair.

11. Knowledge Management

A request was made for the group to look for 1990 and 1991 EPC Conference papers to be uploaded into OmniPress.

Sanjeev Kapur informed the group that Steve Coleman will complete the Ethylene Decomposition tutorial in August.
The next tutorial will focus on NO_x safety.

12. NO_x Subcommittee - M. Smith

The NO_x Subcommittee will meet on October 9th at Exxon Baytown from 1:00 to 5:00. The Questionnaire has been sent out to 5 EPC companies to be completed prior to the meeting.

13. New Business:

Sanjeev Kapur issued a concern on how the Process Control Subcommittee was folded without input or discussion from the EPC Main Committee. It was decided to sunset the Process Control Subcommittee for the 2020 Conference and discuss the path forward at the October meeting.

Actions:

- Richard Rolke will add a discussion topic on the October Agenda for the future of the Process Control Subcommittee after the 2020 Conference.
- The Knowledge Management Subcommittee will draft a proposal on how to start and sunset a Subcommittee.

14. Review Action Items List

Action item list was not reviewed. It was updated with new actions.
See action item summary listed on the table at the end of this minute's document.

15. Next Meeting:

The next meeting will be at 6:00 pm October 10th, 2019 at the Double Tree Hotel in Houston, TX with social beginning at 5:30 pm.

Following meetings:
December 5, 2019
January 30, 2020

2020 EPC Conference:
Hilton Americas – Houston, TX
Conference March 29 – April 2, 2020

Future conferences:
2021 Dallas
2022 San Antonio
2023 Houston
2024 New Orleans

16. Adjournment:

Richard Rolke adjourned the meeting at 9:00 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Develop a proposal to address the proper share of the fees for merged companies to pay for archiving costs. Formalize process for website fees.	Knowledge Management	December 31, 2017
Follow-up with Oxychem, Shintech, Indorama, Total, LACC, Mark West for possible membership in the EPC	Aivars Krumins 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
Develop an EPC history document	Aivars Krumins	Dec 2018
Include Slide in session intro slides	Walter Postula	Complete
Review Break Sponsor AIChE handling during 2019 conference with reauthorization step	Mark Schmidt	Complete
Knowledge Management committee to review the \$50K min funds limit before determining Omnipress subscription fee charge	Knowledge Management committee	Complete
Send out a letter to user focal points communicating possible subscription fee	Knowledge Management committee	Dec 2019
Review & reauthorize AIChE ownership approach for Break sponsorship	Main Committee	Jun-2019
Can Confex notify if a paper is moved to a session		Jun-2019
Complete financial audit for the books prior to the June meeting & review with the main committee	Tom Pickett	Complete
Solicit members for new NOx committee	Main committee	Complete
Send out updated session intro and break slides	Rick Beleutz	Complete
Follow up up with Steve Coleman on Ethylene Decomposition paper.	Sanjeev Kapur	Complete
Bring forth to committee Memorandum of Understanding from AIChE for coffee break and sponsors.	J Berret	
Speak with Michelle regarding sponsors that were unable to register for the networking lunch. Confirm that AIChE will coordinate sponsor registration with all available selections	J Berret	
Provide the Program Chair with Session Information; Title, Chair, and Co-Chair.	All	Sept 30
Jake will finalize and sign the contract with Potente for the Speakers' Dinner.	J Berret	
Jake will provide information to AIChE to sign a contract with Irma's for the Networking Lunch.	J Berret	
Richard Rolke will add a discussion topic on the October Agenda for the future of the Process Control Subcommittee after the 2020 Conference.	R Rolke	
The Knowledge Management Committee will draft a proposal on how to start and sunset a Subcommittee	KM Committee	