

**Ethylene Producers' Committee Meeting  
Minutes – January 26, 2023**

Following are the minutes of the January 26, 2023, meeting of the Ethylene Producers' Committee (EPC) held at the DoubleTree Greenway Plaza.

Minutes prepared by Jake Berret and Micheal Smith.

**1. Attendance**

Present – Richard Beleutz, Jake Berret, Jose de Barros Bala Devakottai, Jeff Elam, Lucas Hartman, Sanjeev Kapur, Aivars Krumins, Ryan Pitt, Walter Postula, Richard Rolke, Mark Schmidt, Micheal Smith, Michael Tallman, Sasha Vragolic, Yong Wang, Tim Zygula

Not present – Daryl Bitting, Jeff Edwards, David Gent, John Pena, Jeremy Terro, Mark Whitney

The updated EPC member contact list appears in **Attachment A1**.

*[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 5]*

Members, please check your information on the Contact Info sheet in Attachment A1 and send any/all updates to Mark Whitney.

**2. Call To Order:**

Jake Berret called the meeting to order at 6:00 pm.

The Committee recognized EPC Members who will be resigning from the Committee (Rick Beleutz, Walter Postula and David Gent).

New EPC Members, Lucas Hartman and Ryan Pitt were welcomed to the Committee.

Micheal Smith 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 A2**.

**3. Five Minutes on Safety:**

Presentation on vehicle safety by Sasha Vragolic appears in **Attachment A3**.

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

Mark Whitney sent out the final minutes of the December 8, 2022, meeting on January 23, 2023. A motion to approve was made by Walter Postula and seconded by Richard Rolke. All approved.

**5. Treasurer's Report:**

Bala Devakottai prepared the Treasurer's Report and reviewed the statement.

The financial report is given in **Attachment A4**.

**6. Committee Chair Report**

Jake Berret said that the Committee Chair had nothing to report.

**7. Nominating Committee**

Mark Schmidt of the Nominating Committee presented Ross Perchuk of Shell as a replacement for Walter Postula. Nominating Committee members Mark Schmidt, Tim Zygula, Aivars Krumins and Richard Beleutz recommended Ross for membership on the Committee. Voting by anonymous ballots showed a unanimous approval for Ross.

Mark Schmidt of the Nominating Committee presented Rob Fox of Lyondell Bassel as a replacement for Rick Beleutz. Nominating Committee members Mark Schmidt, Tim Zygula, Aivars Krumins and Richard Beleutz recommended Rob for membership on the Committee. Voting by anonymous ballots showed a unanimous approval for Rob.

The Nominating Committee continues to pursue Total, and Indorama to join the Ethylene Producers' Committee. The Nominating committee was unable to get significant responses from Total. Contact information for Indorama has been obtained.

Micheal Smith, Jeff Elam, and Bala Devakottai stood for election to Committee Vice-Chair, Program Co-Chair, and Treasurer, respectively, for the 2023-2024 cycle. They were each elected by majority vote. Jake Berret becomes Past Chair, Mark Whitney becomes Chair, and Daryl Bitting becomes Program Chair for the 2023-

2024 cycle by automatic succession. The table below shows the EPC Officers for 2022-2023 and 2023-2024 cycles. The new Officers begin their term at the close for the 2023 Spring Meeting.

<b>Role</b>	<b>2022-2023 Cycle</b>	<b>2023-2024 Cycle</b>
Past Chair	Mark Schmidt	Joseph Berret
Chair	Joseph Berret	Mark Whitney
Vice Chair	Mark Whitney	Micheal Smith
Program Chair	Micheal Smith	Daryl Bitting
Program Co-Chair	Daryl Bitting	Jeff Elam
Treasurer	Bala Bevakottai	Bala Bevakottai

Nominating Committee's presentation is given in **Attachment A5**.

### **8. 2023 Program and Co-Chair Report**

See the Program Chair and Co-Chair Report **Attachment A6** by Micheal Smith and Daryl Bitting.

In response to questions about vegetarian options for the Speakers Dinner and the Networking Lunch, Daryl provided the following information after the meeting:

- For the Speakers Dinner, there will be a pasta option.
- The networking luncheon will offer a Sweet Potato Picadillo filling as the vegetarian option. The Jalapeno Spoonbread, Avocado Salad and Queso Station are also vegetarian friendly, and there will be flour tortillas available for them to use.

Conference Dates - March 12-16, 2023

### **9. Subcommittee Reports**

**Safety** – (Jake Berret)

1 full session in good position for conference

**Environmental & Sustainability** – (R. Beleutz)

1 full session in good position for conference

**Operations** – (R. Rolke)

1 full session in good position for conference

**Maintenance & Reliability** – (Sanjeev Kapur)

1 session in good position for conference

**Technology & Fundamentals – M Tallman**

4 sessions in good position for conference

**Industry 4.0 – (R. Rolke)**

4 papers for session and in good position for conference

**Rotating Equipment – (M Tallman)**

1 session in good position for conference

**Contaminants and Impurities – (Yong Wang)**

1 session in good position for conference

**10. Knowledge Management**

- Meeting minutes: All Main Committee and Subcommittee meeting minutes received at the gmail address as of January 26<sup>th</sup> have been uploaded to the EPC website. Maintenance & Reliability and Rotating Equipment appear to be missing some minutes. Directors of those subcommittees are asked to review and provide any missing meeting minutes.
- Subcommittee member lists: All are on the website except Rotating Equipment (please send to gmail address when finalized).
- Division of Walter Postula activities: The KM Subcommittee met on January 23<sup>rd</sup> to understand main activities Walter was handling and decide on who will pick them up. The three main activities are:
  - Monitoring gmail account / uploading minutes to EPC website (Mark Whitney will takeover)
  - Other EPC website maintenance and document uploads (Michael Tallman will takeover)
  - Upload of conference presentation/papers to Omnipress (Sanjeev Kapur will takeover)
- Mike Tallman initiated contact with Omnipress for quote on uploading 2023 conference. Omnipress came back with similar number to 2022.
- KM subcommittee is seeking additional membership. This will be discussed again during the June 2023 meeting.

**11. Old Business**

- Discussion on inflationary cost increases. Discussed the overall value of EPC memberships and availability of technical information available to all member companies. No changes or decisions made to current practices.
- Modification of Financial Controls was discussed with movement to electronic banking. This included maintaining the paper checkbook for one additional conference cycle, then destroying. The proposal to accept the modifications was initiated by Aivars Kruminis and seconded by Mark Schmidt. The Members unanimously approved. See (**Attachment A7**)

**12. New Business:**

- Meeting dates for the 2023-2024 cycle were discussed and agreed upon by the Committee as follows:
  - June 15, 2023
  - August 10, 2023
  - October 12, 2023
  - December 7, 2023
  - February 1, 2024
  
- Omnipress archive access for retirees that previously had access through their employer was discussed (in relation to retirees that were still heavily involved with subcommittee activities). Committee agreed that person should use “individual subscription” option. Special consideration available for those who produce a Learning Module.

**13. Review Action Items List**

**Next Meeting will be following the 2023 EPC Conference** March 12-16, 2023, Houston, TX.

The first meeting to start the 2023-2024 cycle will be June 15, 2023.

**Future conferences:**

2024 New Orleans (March 24-28)  
 2025 Dallas, TX (April 6-10)  
 2026 TBD  
 2027 TBD  
 2028 Dallas, TX (April 2-6)

**14. Adjournment:**

Jake Berret adjourned the meeting at 7:55pm.

**ACTIONS SUMMARY**

<b>ITEM</b>	<b>BY</b>	<b>WHEN</b>
Align EPC names and addresses on file at the bank and state.	Bala Devakottai Jake Berret Rick Beleutz	October 2022
Follow-up with Sasol regarding EPC membership.	Rick Beleutz	On Hold
Bala Devakottai to transfer \$50k to KM savings	Bala Devakottai	October 2022

Inquire with AIChE if they can assist with routing of membership payments	Bala Devakottai	October 2022
Forward communication on 2021-2022 Committee credit card expenses that require both Chair and Treasurer "signature" (those >\$1000)	Mark Schmidt Bala Devakottai	October 2022
Follow-up with Motiva, Total, Oxy and Indorama regarding EPC membership.	Nominating Committee	Ongoing
Make recommendations for people deserving special rewards at 2023 EPC such as Dane Grenoble	Directors & Subcommittees	October 2022
Welcome Ryan Pitt to the committee	Jake Berret	Completed remove
Welcome Lucas Hartman to the committee	Jake Berret	Completed remove
Follow up with EEPCC on agreement and get their approval.	Sanjeev Kapur	January, 2023
Make agreed changes to AIChE-EPC memorandum of understanding and present to AIChE for their signature.	M. Smith	January, 2023 indicate Feb as still waiting on AICHE
Prepare comments on draft EPC Financial Policy for next meeting	Directors	Completed remove
Welcome Ross Perchuk to the committee	Jake Berret	February 2023
Welcome Rob Fox to the committee	Jake Berret	February 2023
Follow up with AIChE on recording permissions for authors	Micheal Smith	February 2023
Follow-up with AIChE on network lunch communications to registered individuals when it is available on the website; confirm vegan option for networking lunch	Daryl Bitting	February 2023
Follow-up with Bank of America regarding Authorize Net name change to Bala Devakottai	Bala Devakottai	February 2023