

**Ethylene Producers' Committee Meeting
Minutes – Thursday, August 10, 2023**

Following are the minutes of the August 10, 2023, meeting of the Ethylene Producers' Committee (EPC) held at the DoubleTree Greenway Plaza.

Minutes prepared by Mark Whitney and Micheal Smith

1. Attendance

Present (13 members) – Daryl Bitting, Bala Devakottai, Jeff Elam, Rob Fox, Sanjeev Kapur, Aivars Kruminis, Ryan Pitt, Ross Perchuk, Mallory Mudd, Micheal Smith, Sasha Vragolic, Mark Whitney, Tim Zygula

Not present – Jake Berret, Jose DeBarros, Jeff Edwards, Abraham Gonzales, Michael Tallman, Jeremy Terro, Yong Wang

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 Micheal Smith.

2. Call To Order:

Mark Whitney called the meeting to order at 6:03 pm.

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**.

Reference for remaining cycle meetings:

- June 15, 2023 - **complete**
- August 10, 2023 - **complete**
- October 12, 2023
- December 7, 2023
- February 1, 2024
- 2024 Spring Conference - New Orleans, LA - March 24-28, 2024

3. Five Minutes on Safety:

Presentation on The Station Night Club Fire and application by Ross Perchuk appears in **Attachment A3**.

4. Approval of Previous Meeting Minutes:

Micheal Smith sent out the final minutes of the June 15, 2023 meeting on July 18, 2023. A motion to approve was made by Sanjeev Kapur and seconded by Bala Devakottai. The committee unanimously approved the minutes.

5. Treasurer's Report:

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

Bala noted that per the bylaws, the EPC chair and treasurer have been added/updated to the EPC bank account. The annual audit of expenses and overall budget/expense methodology has been completed with no follow-ups or items to report.

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

6. Committee Chair Report

Mark Whitney welcomed Mallory Mudd (Dow) to the group as she attended her first meeting. The committee also took time to go around the room to do a round table introduction.

7. Nominating Committee

Sanjeev Kapur for the Nominating Committee presented Tim Gilder of Shin-Tech for EPC member consideration. Nominating Committee members Jake Berret, Tim Zygula, Sasha Vragolic and Sanjeev Kapur recommended Tim for membership on the Committee. Results of anonymous paper balloting indicated unanimous approval for Tim.

Mark Whitney to send a welcome and invitation to Tim Gilder (**Action Item**).

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

8. 2023-2024 Program and Co-Chair Report

Committee noted that the next meetings of the committee were not on the calendar – Mark Whitney will follow-up to ensure an invite is sent out for remainder of this cycle's meetings (**Action Item**).

Daryl will recycle on opposing sessions once total number of sessions is complete to minimize possible overlap and 'competing' session topics. Continue to want to have safety stand-alone, consider Contaminants and Tech & Fundamentals to not be opposing.

Noted several items for program chair/co-chair to consider as they move forward-

- Consider allowing sponsors to pay this year or next year when considering budget options
- Some concern shared in increased exhibitor pass cost(+100\$/pass) to \$250 total
- Committee not supportive of 'additional' \$200 to include the attendee list – prefer not to do that
- Consider adding a note to the AIChE sponsorship website that indicates it is not the EPC and provide instructions on how to access EPC sponsor
- Ensure the potential AIChE restaurant option is truly an option moving forward, not locking us into something
- Try to get EPC network lunch added to the sign-up events as early as possible

Note – Committee approved a 'not to exceed' budget amount of \$17,500 for the 2024 speakers' dinner total.

The committee agreed to request a discussion with AIChE on the existing MOU and changes that are currently being proposed by the AIChE with respect to presenting content at the conference and the EPC Opening Reception support. Mark Whitney to send correspondence requesting a meeting. (**Action Item**)

See the Program Chair and Co-Chair Report **Attachment A6**

Break – 7:45 PM – 7:53 PM

9. 2024 Conference Planning and Status

Mark confirmed that Linde will provide an EPC keynote speaker and that an EPC keynote should be included in the plan.

10. Subcommittee Reports

Safety – (Micheal Smith for Jake Berret)

Identified 7 possible papers including a possible presentation from the CSB on the TPC event. Looking at 1 session that appears we can fill with more than enough papers

Environmental & Sustainability – (Micheal Smith)

Currently have 5 presentations essentially committed, 2 'soft' commits. Feel good about where the current session is shaping up – 1 session

Operations – (Jeff Edwards absent, sent updates later via email)

In general, we have several good ideas, and enough that are solid to complete our session (at least as of now). Plans for abstracts over the next few weeks. Too early to know if we have enough or an overage. Also working on the joint session with Enviro. Lots of good ideas for papers there, verbal paper commitments in hand, same status for abstracts

Maintenance & Reliability – (Sanjeev Kapur)

Lots of ideas have been identified – remain targeting 1 session. The subcommittee has a monthly meeting so look forward to next meeting to continue paring down ideas.

Technology & Fundamentals – (Mark Whiney for M Tallman)

Currently looking at 2 sessions – Fundamentals, Decarb session. The tutorial focused on adsorbents was dropped since contaminants will take that session.

Industry 4.0 – (Sasha Vragolic)

Handover and introductions complete with AIChE Industry 4.0 group. Working on setting up conference call to better understand and set single EPC session.

Rotating Equipment – (M Tallman - absent)

No update with no rep in meeting, assume one session.

Contaminants and Impurities – (M Whitney)

Will support 2 sessions in 2024 – base session and an adsorbent tutorial. Have identified a large number of possible presentations/papers.

11. Knowledge Management (KM)

All 2023 Spring conference presentations and papers should be in OmniPress and avail for review/access. Please let Sanjeev Kapur know if you do not see something you expected either from the 2023 conference or past conferences.

Committee commented that the EPC archived database back-up plans should be revisited/discussed by the KM team and shared at a future meeting (**Action Item**).

Further, the possible cost and resources required to recreate the database should also be revisited (last revisit was 8 years ago). This will provide perspective on what has advanced in the industry as well as help understand how much funds need to be set aside to ensure it can be done, if needed (**Action Item**).

Finally, cross-check EPC/AIChE website and ensure that it is current on members and officers (**Action Item**).

12. Old Business

Sanjeev updated the committee on the EEPCC work. Sanjeev will participate in the Oct. 2023 EEPX NOx webinar which will be avail for both EPC and EEPCC once avail. Comments have been sent on the EPC/EEPC agreement – waiting on feedback. Sanjeev plans to attend the EEPCC and will push to get agreement closed.

2023 EEPCC Event Dates -

October 24-27, 2023 at Christine Surmont, Marina de Vilamoura, Vilamoura, Portugal.

13. New Business:

None

14. Review Action Items List

Micheal Smith reviewed the Action Items list.

Next EPC Main Committee meeting is scheduled for October 12, 2023

15. Adjournment:

Mark Whitney adjourned the meeting at 8:39 pm.

ACTIONS SUMMARY

ITEM	BY	WHEN
Bala Devakottai to transfer \$50k to KM savings	Bala Devakottai	October 2023
Follow up with EEPC on agreement and get their approval.	Sanjeev Kapur	October 2023
Bala identified a lumped bank fee he wants to cross-check to ensure it has been charged correctly	Bala Devakottai	October 2023
Investigate possible Certificate of Deposit (CD) opportunities	Bala Devakottai	October 2023
Mark Whitney to send a welcome and invitation to Tim Gilder	Mark Whitney	October 2023
Send invites for remainder of this cycle's meetings	Mark Whitney	October 2023
Send a correspondence requesting a meeting with AICHE to discuss MOU basis	Mark Whitney	October 2023
Revisit EPC archived database back-up plans and share at a future meeting	KM Committee	October 2023
Revisit costs and methods to re-create the EPC archived data base to help understand how much funds need to be set aside and latest technology.	KM Committee	October 2023
Ensure website is up to date with officers/members	Mark Whitney	October 2023
Follow-up with Motiva, Total, and Indorama regarding EPC membership.	Nominating Committee	Ongoing