

**Ethylene Producers' Committee Meeting  
Minutes – Thursday, December 7, 2023**

Following are the minutes of the December 7, 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 (14 members) – Jake Berret, Daryl Bitting, Bala Devakottai, Jeff Elam, Rob Fox, Tim Gilder, Mallory Mudd, Ross Perchuk, Micheal Smith, Jeremy Terro, Sasha Vragolic, Yong Wang, Mark Whitney, Tim Zygula

Not present – Jose Debarros, Jeff Edwards, Abraham Gonzales, Sanjeev Kapur, Aivars Kruminis, Ryan Pitt, Michael Tallman

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 - **complete**
- December 7, 2023 - **complete**
- February 1, 2024
- 2024 Spring Conference - New Orleans, LA - March 24-28, 2024

### **3. Five Minutes on Safety:**

Presentation by Jeff Elam on possible confusion in sign and label creation and application. There was good discussion on multiple equipment and documentation labelling that caused errors due to confusing labelling.

The presentation appears in **Attachment A3**.

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

Micheal Smith sent out the final minutes of the October 12, 2023, meeting on November 14, 2023. A motion to approve was made by Rob Fox and seconded by Tim Zygula. The committee unanimously approved the minutes.

### **5. Treasurer's Report:**

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

Bala reviewed costs since last meeting which were only the main committee meeting costs. Bala noted there were no new subscriptions via OmniPress.

Bala reviewed the recommended committee members' donation amount for the 2024 year. Based on the information Bala provided, he recommended that each member pay \$1500 which is an increase of \$300/member from last year. The increase is largely driven by the smaller number of EPC members vs. last year since we are using the same financial basis year on year. A motion was made by a committee member to accept the updated value, it was seconded by Rob Fox and approved unanimously by the entire committee.

Bala described how each committee member will receive a request for their donation with instructions on how to apply before the end of the year.

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

## **6. Committee Chair Report**

No content for this meeting

## **7. Nominating Committee**

Jake Berret shared that Jeff Edwards announced his retirement from the EPC main committee in early 2024 and this would be his last official meeting (he was not able to attend due to travel). Jake noted that Bala would continue to represent CPChem on the main committee. Since Jeff was the main committee representation for the Operations subcommittee, an open request was made for a replacement. Mallory Mudd indicated she was already on the Operations subcommittee and would be glad to take the role of representing the Operations subcommittee to the main committee.

Jake Berret also shared that the February 2024 meeting would be Mark Whitney's last EPC meeting as he intends to retire from the committee after that meeting. Linde is planning to backfill an EPC committee member and it likely will be Mark Ulrich.

## **8. 2023-2024 Program and Co-Chair Report**

Daryl and Jeff presented the chair/co-chair report out.

After reviewing the 2024 Spring EPC program, Rob Fox inquired if we could create another session to run on Monday morning of the conference at the same time Industry 4.0 is running. The session would acknowledge the strong number of abstracts each session has seen, resulting in additional abstracts that do not have a home in the 2024 session. Rob Fox proposed to look through the "left-over" list and pick out up to 4 abstracts that represent strong ideas and/or themes to include in the new session. The committee unanimously agreed and asked if Rob Fox was willing to chair the session – Rob Fox indicated he would be glad to. The committee requested Rob Fox and Daryl Bitting work together to ensure the proper set-up in confex, set a session title/description and work on finalizing abstracts, papers and presentations. (Action Item)

Daryl provided further details on Box.com details regarding the 2024 Spring meeting. A permission to publish e-mail/summary will be provided by each author with wording same to AIChE permission to publish statement. This will be saved along with the final paper and presentation so they can be gathered for presenting in the Spring sessions and assembled for OmniPress for archiving. All appreciated the sharing of the details and looked forward to hearing about progress with Box.com vs. the use of USB drives.

Jeff Elam shared network lunch and speaker dinner location options with the committee. One restaurant offered a sit-down lunch as a primary seating arrangement – the committee indicated they thought a buffet lunch made networking during lunch much easier and would prefer a buffet option for the lunch.

Note - The chair/co-chair presentation listed Aivars as chair for the Industry 4.0 session but in reality, Sasha Vragolic is the chair. This was passed onto Daryl and Jeff to confirm correct in system.

See the Program Chair and Co-Chair Report **Attachment A5**

## **9. 2024 Conference Planning and Status**

Mark Whitney indicated that the EPC/EEPC breakfast timing had been set for the Spring meeting and invitations have been sent out to all officers. Several of the topics to be discussed included possible sharing and update of the EPC feedstock contaminant database and a cold safety/brittle fracture meeting.

Plans for the 2024 Spring keynote address continue and will be offered by Linde.

**Break – 7:30 PM – 7:45 PM**

## **10. Subcommittee Reports**

**Safety** – (Jake Berret)

Note that the Safety subcommittee had their first virtual meeting. The Safety session is full with 6 presentations including a potential collaboration with the CSB on the popcorn polymer report from the TPC Group chemical plant incident plus an example from an operator.

**Environmental & Sustainability** – (Micheal Smith)

Currently have 8 prioritized abstracts where they have picked the 6 for their session and looking for a possible location for the other 2 abstracts.

**Operations** – (Jeff Edwards absent, Mallory Mudd provided update)

The subcommittee has 6 strong abstracts selected. There were several abstracts on process control and instrumentation that Mark Whitney asked Mallory to forward to better understand what is being offered since we no longer have a process control subcommittee. (Action Item)

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

Noted that the subcommittee had 6 abstracts ready and a strong session.

**Technology & Fundamentals** – (Rob Fox)

Currently looking at 2 sessions – Fundamentals, Decarb session. Both sessions have more than enough abstracts and each session looks to be a strong session. The strong response to the abstract call in these sessions plus many others is the primary reason we are adding an additional session on Monday morning.

**Industry 4.0** – (Sasha Vragolic)

Currently appear to be in good shape with 7 total abstracts and 4 which are ready to go forward.

**Rotating Equipment** – (M Tallman via email)

Via e-mail – “Regarding Rotating Equipment, I am confirming with the subcommittee chairs but the last I knew they had eight abstracts and so will have no trouble to have a full session of six papers.”

**Contaminants and Impurities** – (M Whitney)

Will support 2 sessions in 2024 – base session and an adsorbent tutorial. Both sessions have met the minimum number of abstracts and look to have a strong session set-up.

**11. Knowledge Management (KM)**

Mark Whitney provided a short update for Sanjeev Kapur who was out for this meeting. Mark noted that a group at Texas A&M could provide a possible database back-up location and plans to have a summary by the February 2024 meeting. The discussion around back-up costs for the OmniPress database and the possible amount we could put into a savings or other investment location will be discussed then.

**12. Old Business**

Noted that we would like to review the “emergency” replacement costs/process for OmniPress so we could discuss amount of money needed to remain in bank vs. possible placing in CD or saving account – deferred to February 2024 meeting

**13. New Business:**

Bala Devakottai indicated it was important for people to let him know if they were not going to be at the dinner meeting in person for an accurate count. We are paying for meals that are not being consumed as people are not showing up even though they

were counted as attending – please be sure to clarify with Bala and/or Mark Whitney.

Micheal Smith mentioned the Environmental subcommittee was interested in discussing a possible co-sponsorship with the base AIChE environmental group during future Spring meetings (after 2024). The committee did not have any comments on the issue and if that topic wanted to be explored further, no issue and bring back a summary to the main committee if there is a proposal of further interest.

**14. Review Action Items List**

Micheal Smith reviewed the Action Items list.

**Next EPC Main Committee meeting is scheduled for February 1, 2024.**

**15. Adjournment:**

Mark Whitney adjourned the meeting at 8:08 pm.

**ACTIONS SUMMARY**

<b>ITEM</b>	<b>BY</b>	<b>WHEN</b>
Bala Devakottai to transfer \$50k to KM savings	Bala Devakottai	Feb 2024
Follow up with EEPC on agreement and get their approval.	Sanjeev Kapur	Feb 2024
Bala identified a lumped bank fee he wants to cross-check to ensure it has been charged correctly	Bala Devakottai	Feb 2024
Investigate possible Certificate of Deposit (CD) opportunities	Bala Devakottai	Feb 2024
Revisit EPC archived database back-up plans and share at a future meeting	KM Committee	Feb 2024
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	Feb 2024
Ensure website is up to date with officers/members	Mark Whitney	Feb 2024
Follow-up with Total (Jose has contacts) and Indorama (Bala and Sanjeev have contacts) regarding EPC membership.	Nominating Committee	Ongoing/Remove
Cross check on permission to publish regarding DropBox	Daryl Biting	<b>Complete</b>
Set-up EEPC breakfast time at Spring 2024 meeting	Mark Whitney	<b>Complete</b>

Rob Fox and Daryl Bitting to set-up additional session on Monday morning opposite Industry 4.0	Rob Fox/Daryl Bitting	Feb 2024
Forward abstracts with focus on process control and instrumentation to Mark Whitney for review	Mallory Mudd	Feb 2024