

Subject: January 24, 2014 IRN Meeting Winter Workshop  
Minutes and Assigned Actions

Meeting Date: January 23, 2014

Meeting Location: 69<sup>th</sup> Instrument Symposium at Texas A&M

Attendees: Keith Lapeyrouse (Dow Chemical); Angela Summers (SIS-TECH); Donald Bullock (DuPont); Darrell Maierhofer (GB Biosciences); Russell Dykes (Kinder Morgan); Kevin Klein (Chevron); Clint George (Flint Hills); Greg Aguilar (Celanese); Donald Lyons (Valero); Lloyd Geters (Ascend); Bart Propst (Ascend); Raymond Lee (Ascend); Ike Anyikam (Ascend); Pat Goree (Westlake Chemical); Jody P. Frey (Westlake Chemical); Sonny Sachdeva (MKOPSC); Delphine Laboweer (MKOPSC); Arthur Woltman (Shell); Stephen Lorenzo (Eastman Chemical); Don Stroud (KBR); Buddy Brown (Ascend); Shane Pirtle (SIS-TECH); Patrick Skweres (SIS-TECH)

Specific Action Items:

- Meeting post's and details on LinkedIn is not proving effective, Keith will request Tricia send out meeting notices to membership directly to IRN membership distribution (parallel path using both LinkedIN and email)
- Keith requested all membership propose any agenda items for consideration during the upcoming 2014 monthly meeting be forwarded to him by February 18, 2014. (Keith presented spreadsheet with proposed agenda topics with the following color codes: white (general SAP application training); beige (other vendors); yellow (IRN members, how to guide others new to the process)
- Company IRN members to call Trica directly to give Company data submission code. Keith will re-write procedure to submit data...remove FTP option of submitting data (use FedEx)
- Keith will also send membership clear instructions on how to access IRN information stored at MKOPSC website.
- IRN Roles and responsibilities and the committer structure, to be further defined by Angela and Keith by the next face to face meeting scheduled for July 2014.

Other Items Reviewed/Discussed:

- Summary of Summer 2013 face to face meeting:
  - 20 IRN members were present
  - The IRN charter was reviewed and approved (is available on the IRN website)
  - IRN05—data submittal and IRN QC process identified
  - Demonstrated database collection method(s)
  - Survey of those in attendance showed 75% use SAP
  - Two project charter were identified
    - Pressure transmitters
    - Solenoid valves
- Teleconferences will be held the third Tuesday of each month beginning at 10:00am central time. No teleconference is scheduled for December.
- The IRN information content shown on the MKOPSC website is categorized as
  - General Information
  - Restricted
    - Members only (this membership still restricted to owner operators, access needs to be reviewed/approved by Angela and Keith)
- Two current projects are underway, suggestions for additional projects are as follows:
  - Control valves (very broad)
  - Slide valves
  - Radar level

- Each company defining projects will need to base value delivery on two particular drivers
  - Safety
  - Profit
- Some of the meeting discussion centered on the definition of what is considered at failure. AT this point in time it was determined it would be “anytime a maintenance call or notification is made requiring a corrective action”. Success of the projects is in the execution of the collection process even if the failure definition is not concise at this time.
  - Keith has updated spreadsheet listing the ten items considered for identifying and tracking failure.
  - Equipment quality of data will be based on completeness of data set
    - >75% high
    - >25% to 75% medium
    - <25% low
- Communication between meetings
  - An avenue in addition to LinkedIn may be necessary to spur interaction, a communication tool known as “Group Meet” was brought up and may need to be explored.

PC Skweres 1/28/14