

DATE OF MEETING: 16<sup>th</sup> May 2003

LOCATION: Woodside Energy Ltd-Central Park Perth

Minutes by: TS Lim

**PRESENT**

T.S. Lim (Secretary - Woodside Energy)  
Paul Davies (Woodside Energy)  
Jim Russell (Chair- Woodside Energy Ltd)  
Allen Tighe (Seacove Systems)  
Duncan Turner (KJV)  
Kevin Barnes (MTL)  
Brian van Bueren (Honeywell)  
Syd Reed (Honeywell)  
Bill Ramsay (Emerson)  
Sebastian Wood (Flowserve)

**APOLOGIES**

Robert Taylor (Transfield Worley)

**NON ATTENDEES**

Nic Christodoulou (Woodside)  
Simon Hamblin (Woodside Energy)  
Mel Oliveri (CCI)  
Dave Edge (Samson Controls)  
Scott Wilson (KROHNE/Smar)  
Dough Hambour (ABB)  
Josef Chudy (Endress & Hauser)  
Darren Bassett (Yokogawa)  
Robert McInness (Invensys)  
Michele Dell'Acqua(KROHNE/Smar)  
Natalie Power (Woodside Energy)

Cc: Rich Timoney

**1. MATTERS ARISING FROM PREVIOUS MINUTES**

Minutes was proposed for acceptance as a true record by Paul and seconded by Allen.

**2. CORRESPONDENCE**

INCOMING: ISA Invoice (Pocket books), Worley Engineering

OUTGOING: Peter Leliveld (SAIT), Rich Timoney (FF)

**3. ACCOUNTS PAID/BALANCE**

Duncan presented the account statement up to mid-March with closing balance of \$18,932.82. Account statement was proposed by Paul and seconded by Allen.

Duncan will investigate for the best credit card option which can be used by FFEUC Aus to pay for expenses relating to council activities, eg. to secure hotel and travel bookings.

**ACTION: DT by 27/6/03**

Duncan to follow up on collection of outstanding \$200 dollars donation from vendors agreed to sponsor Jim's visit to PACEX.

**ACTION: DT by 27/6/03**

**4. WEB PAGE ON MAIN FF SITE**

No further update to report.

Photos of new committee members are required for the web site.

**ACTION: TSL by 27/6/03**

**5. DONATED EQUIPMENT**

Jim to follow up with Yokogawa on delivery status of their Stardom host system.

**ACTION: JAR by 27/6/03**

Brian to check with his management in regard to the donation of Honeywell Experion host system.

**ACTION: BVB by 27/6/03**

Paul advised that WPC will deliver the replacement DVC positioner over the next 2 weeks.

2 PR Electronics temperature transmitters were received. PRE have promised further 3 off temperature transmitters with LAS capability when they are available.

Mel to update asset register and include additional data such as hardware and DD revisions of devices.

**ACTION: MO by 27/6/03**

Jim will contact Beldon for donation of 100m FF cable to be used in connecting the equipment at Fieldbus Centre of Excellence.

**ACTION: JAR by 27/6/03**

Jim has yet to hear from Rich Timoney on sourcing of 2<sup>nd</sup> hand NI Cards from vendors who have no further use of the NI gear.

**6. FIXED RIG**

Jim advised that CCI expressed an interest in continuing with maintaining the Centre of Excellence at their premises. However CCI will need to demonstrate this commitment with the support of a business case. The provision of SAIT Essentials training will no longer be undertaken by CCI.

**7. PUBLICITY**

Nic has put together a draft publicity flier for JA2003 currently being reviewed.

**8. MEETINGS**

Next technical meeting is to be planned in June.

**9. JUMP ABOARD 2003**

Jim to follow up with John Bazley on the option of extending the JA2003 Road Show in New Zealand. The venue for JA2003 event in Sydney will be at Homebush at no cost to FFEUC. Boxhill TAFE has agreed to host the event in Melbourne. The AGM will be scheduled in Perth on the evening of 11/9 followed by JA2003 the next day.

**10. FF DISCOVERY COURSE**

The follow up to the Discovery workshop and outstanding SAIT invoice will be discussed at the next meeting with CCI.

**ACTION: JAR by 27/6/03**

**11. Eastern States FFEUC**

Jim advised that discussion with Boxhill TAFE was positive. TAFE will need to put a business case together in order to move forward.

The road show and further SAIT Essentials workshops are scheduled to commence in 2<sup>nd</sup> half of June.

**12. Other Business**

Jim proposed a motion for the FFEUC to allocate \$3500 towards the purchase of an electronic projector which will be used for future technical seminars and training sessions. This motion was moved and accepted by all present.

NEXT MEETING is on 27/6/03 at 7:15 am. Venue: WOODSIDE ENERGY LTD CENTRAL PARK ST GEORGES TERRACE , PERTH (Go to 8<sup>th</sup> Floor and ask for Lim or Jim).