

DATE OF MEETING: 7th April 2005

LOCATION: Woodside Plaza – 240 St. Georges Terrace, Perth

Minutes by: TS Lim

PRESENT

T.S. Lim (Secretary - Woodside Energy)
Jim Russell (Co-Chair- ICEweb)
Allen Tighe (Seacove Systems)
David Gonzalez (ABB)
Michael Wagner (KROHNE/Smar)
Scott Wilson (Honeywell)
Kevin Barnes (MTL)
Gordon Hutchinson (Weidmuller)

APOLOGIES

Jeremy Hales (WPC)
Brian van Bueren (Honeywell)
Bill Ramsay (Emerson Process Management)
Karl Haller (Co-chair P&F) via telephone hook-up
Duncan Turner (Apache)

Absent

Nick Sima (P&F)
Sebastian Wood (Flowserve)
David Edge (Samson)

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes was to be noted with the presence of Kevin Barnes and David Edge.
Revised minutes was proposed for acceptance by Kevin and seconded by Allen.

2. CORRESPONDENCE

INCOMING: Ian Verhappen, JA2005 correspondence.

OUTGOING: JA2005 correspondence, Hi-Smelt (Francis Norman), Yokogawa Australia, IDC (Steve Mackay).

3. ACCOUNTS PAID/BALANCE

Jim' tabled the FFEUC account presently with a balance of \$16,119. 400). This fund is in addition to the \$6800 held in term deposit. Forward budget presented included the JA2005 working budget, MTL invoice of \$900, Eastern States FFEUC budget, James O'Gray scholarship of \$400 US.

Lim advised that the Emerson registration payment has been received and deposited into the account.

4. WEB PAGE

Allen presented the FFEUC web site where logos are proposed and discussed. Allen to incorporate additional suggestions on the logo presentation on a staging site for committee.

Action. Allen

5. DONATED EQUIPMENT

Allen to check with Honeywell on their commitment to provide Experion system for use in the training.

Allen advised that Sixnet and Hirschmann have agreed to supply switches which will be used for the next level of fieldbus training.

6. FIXED RIG

No further update on the outstanding CCI business plan.

Updating of the asset register of all equipment donated at CCI, Kevin Barnes and Scott Wilson to arrange a visit to CCI to enquire on the status of their donated equipment.

Jim advised that he has forwarded the final version of the Guidelines for Fieldbus Centre of Excellence to Challenger TAFE. Jim will also forward the proposal put forward by PCT for Challenger TAFE in setting up Australian Centre for Energy and Process Training.

7. PUBLICITY

Jim to contact David Edge to work on the next edition of newsletter.

8. MEETINGS

1st technical meeting for the year is scheduled for 11th March. Subjects which will be covered are 'updates from various vendors', 'overview of engineering guide' and '2005 GA'. 2nd technical meeting is scheduled for 2/6/05 on the engineering guide and training kit.

9. JUMP ABOARD 2005

Allen advised that the Call for Papers for JA2005 has been circulated and published on FFEUC and FF web sites.

10. FF Essentials Course

The next Essentials is planned for 25/5/05.

11. FF Training Kits

Allen has put together an asset register of all training equipment purchased or donated.

12. FF Advance Training

Allen has scheduled a 'Configuration Course' on 1/6/05.

13. Mailing List

Jim advised that the all email listings are now completed. Some followup will need to be considered for the non-returned tracker emails.

14. Other Business

Eastern State EUC. Jim expressed the concern that the setting up of Eastern Australia FFEUC may stall. Number of end users interested to participate at committee level was lacking. Kevin to speak to Peter Inns to drum up more volunteers.

NEXT MEETING is 5th May 2005 at **7:00 am**. Venue: **Woodside Energy Office, Woodside Plaza** , 240 ST Georges Terrace, Perth.