

DATE OF MEETING: 5th May 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)
Kevin Barnes (MTL)
Gordon Hutchinson (Weidmuller)
Syd Reed (Honeywell)
Brad Tindall (Metquip Systems)

APOLOGIES

Jeremy Hales (WPC)
Brian van Bueren (Honeywell)
Scott Wilson (Emerson Process Management)
Karl Haller (Co-chair P&F) via telephone hook-up
Duncan Turner (Apache)
David Gonzalez (ABB)
Michael Wagner (KROHNE/Smar)

Absent

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

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes amended to Scott Wilson representing Emerson Process Management.
Revised minutes proposed for acceptance by Kevin and seconded by Allen.

2. CORRESPONDENCE

INCOMING: Hirschmann, FEDEX, John Pittman, Ian Verhappen, JA2005
correspondence, Brad Tindall, Garry Cullen (CSBP).

OUTGOING: JA2005 correspondence, IICA, Jonas Berge, Beka, UK, Softings,
Training Flier, Fieldbus Facts Online, Hi-Smelt (Francis Norman), Yokogawa
Australia, IDC (Steve Mackay).

3. ACCOUNTS PAID/BALANCE/BANKING

Jim' tabled the FFEUC account presently with a total balance of \$22,734 which includes the term deposit amount. Forward budget included the allocation of \$13,000 for JA2005, MTL invoice of \$900, J O'Gray Scholarship of \$500, IICA 2005 travel of \$5000 and Eastern States FFEUC kick off fund of \$2,000.

Duncan Turner has advised that he is unable to continue in the role as Treasurer. Allen Tighe was proposed as Treasurer by Tiong Lim and seconded by Kevin Barnes. Allen Tighe accepted the position. Allen Tighe and Jim Russell to sort out the banking next week with either having authority to operate the account.

Action, Jim, Allen

4. WEB PAGE

Allen gave a run down on the FFEUC web site layout and all present agreed with the logos presentation.

Allen to add Weidmuller logo to the web site.

Action. Allen

5. DONATED EQUIPMENT

Syd advised that they were expecting shipment of Experion C300 controllers which Honeywell will be able to offer to FFEUC for use in the training program. Allen advised that he has received switches donated by Sixnet and Hirschmann which will be used in the development of FFEUC 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.

Action. Kevin/Scott

Lim to forward the proposal put forward by PCT for Challenger TAFE in setting up Australian Centre for Energy and Process Training.

Action. Lim

7. PUBLICITY

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

Jim to contact Jonathan Soannes and Craig Lingard to discuss holding future fieldbus meetings/seminars in Eastern states.

Action. Jim

8. MEETINGS

Next technical meeting for the year is scheduled for 2nd June on engineering guide and FF training kit. Kevin will present Relcom wiring guide.

9. JUMP ABOARD 2005

A gift pack idea which includes a credit card size tool kit will be considered for JA2005 early bird registration.

10. FF Essentials Course

Allen advised that he has received registration for the next Essentials scheduled for 25/5/05.

11. FF Advance Training

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

Query was received from CSBP on the availability of maintenance related course. Allen will prepare preliminary course material for discussion.

Action. Allen

12. Mailing List

Jim has forwarded the non deliverable emails to Gordon and Sid for follow up.- returned tracker emails.

Action. Jim

13. 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.

Action. Kevin

Brad Tindall was welcomed as committee member- proposed by Lim and seconded by Allen.

Bob Anderson representing the Bass Gas project contacted Jim with the possibility of auditing on the project FF instrumentation design.

NEXT MEETING is 16th June 2005 at **7:00 am**. Venue: **Woodside Energy Office, Woodside Plaza** , 240 ST Georges Terrace, Perth.