

DATE OF MEETING: 16th June 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)
Syd Reed (Honeywell)
Brad Tindall (Metquip Systems)
David Gonzalez (ABB)
David Edge (Samson)

APOLOGIES

Jeremy Hales (WPC)
Brian van Bueren (Honeywell)
Scott Wilson (Emerson Process Management)
Karl Haller (Co-chair P&F) via telephone hook-up
Michael Wagner (KROHNE/Smar)
Gordon Hutchinson (Weidmuller)
Nick Sima (P&F)
Duncan Turner (Apache)
Sebastian Wood (Flowserve)

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes proposed for acceptance by Kevin and seconded by Allen.

2. CORRESPONDENCE

INCOMING: SAIT, P&F, JA2005 correspondence, Craig Lingard (IICA), Garry Cullen (CSBP).

OUTGOING: JA2005 correspondence, NI, Glaxo, Smar, Vega, Rockwell, IICA, Technical Meeting Flier

3. ACCOUNTS PAID/BALANCE

Jim' tabled the FFEUC account presently with a total balance of \$22,675 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 \$1000, Eastern States FFEUC kick off fund of \$2,000 and Allen's invoice of \$192..

4. WEB PAGE

No further update on web site layout.

Allen to proceed with securing the domain name of www.fieldb.us at a price of \$20.

Action. Allen

5. DONATED EQUIPMENT

Allen advised that Vega has agreed to donate a small radar level instrument. NI will provide its latest software at no cost. E&H will consider loaning its host.

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 has sent the committee members the proposal by PCT for Challenger TAFE the Australian Centre for Energy and Process Training. Jim to contact Challenger for further update.

Action. Jim

7. PUBLICITY

Dave advised that he is looking at gathering articles for the next edition of newsletter. Jim to send Dave the "from the chair" section.

Jim formally acknowledged the help of Honeywell by providing Greg Belcher to speak at the fieldbus night organised by IICA.

Jim advised that IICA has waived the entry fee to all the IICA conference sessions and provided a better time slot for his paper.

8. MEETINGS

Technical meeting on engineering guide and FF training kit is now rescheduled for 4th August. David Gonzalez has agreed to take on the role of managing the technical meeting flier.

9. JUMP ABOARD 2005

The next flier is due for release on 15/7.

10. FF Essentials Course

Allen advised that 14 people attended the course in May. He has also been approached by Honeywell in Eastern States to conduct an in house training in July. Lim to invoice Allen.

Action: Lim

11. FF Advance Training

Allen advised that 12 people went through the 'Configuration Course' in June.

Allen will look at putting together course material providing maintenance concept of fieldbus installation in conjunction with Ian as a result of CSBP enquiry.

Lim to invoice Allen

Action. Allen/Lim

12. Mailing List

No further issues.

13. Eastern State FFEUC

Jim advised that he has scheduled a meeting on 24/7 kick off the Eastern State EUC.

Allen and Jim is also planning to visit Glaxo site to discuss the issue on their fieldbus installation.

14. Other Business

Jim has indicated that he is considering stepping down as FFEUC chair and would like everyone to consider nomination of successor to the co-chair position. He requested all vendor representatives to contact their eastern states counterparts to get involved in the meeting.

NEXT MEETING is 14th July 2005 at **7:00 am**. Venue: **Woodside Energy Office, Woodside Plaza** , 240 ST Georges Terrace, Perth.