

DATE OF MEETING: 22nd November 2005

LOCATION: Woodside Plaza, Perth

Minutes by: TS Lim

PRESENT

T.S. Lim (Secretary - Woodside Energy)
Jim Russell (Co-Chair- ICEweb)
Allen Tighe (Seacove Systems)
Colin Yates (P&F)
Syd Reed (Honeywell)
Martin Dagner (ABB)
Gordon Hutchinson (Weidmuller)

APOLOGIES

David Edge (Samson)
Brad Tindall (Metquip Systems)
Kevin Barnes (MTL)
David Gonzalez (ABB)
Duncan Turner (Apache)

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes proposed for acceptance by Allen and seconded by Syd.

2. CORRESPONDENCE

INCOMING: JA2005 correspondence.

Ian Verhappen, Request for CD (from Mexican), Maggie Carlson, Dirk Pieterse, FUG (Peter Inns), Noel Murray (Geographe)

OUTGOING: John Dusting

Lim to invite Noel Murray to the next committee meeting

3. ACCOUNTS PAID/BALANCE

Operating Account balance to date is \$12,125.91 with additional \$20,000 held in term deposit account.

Allen advised that the profit from JA2005 is approximately \$15,000.

4. WEB PAGE

Forward planning activities for 2006 is to be posted on web site.

Action. Allen

5. DONATED EQUIPMENT

Allen advised that the equipment asset register is now on the web site.

6. CENTRE OF EXCELLENCE

No further update on the outstanding CCI business plan.
Update of asset register of all equipment donated at CCI is still outstanding. Kevin Barnes and Scott Wilson will arrange a visit to CCI to enquire on the status of their donated equipment.

Action. Kevin/Scott

Meeting with Australian Centre for Energy and Process Training (Ex AOGITC) was attended by Jim, Allen, Ian Verhappen and Rich Timoney. ACEPT gave an overall project proposal and has expressed an interest for the centre to be set up as a FF Centre of Excellence.

Jim advised that he has further update from Mark Burt (Challenger TAFE) that the \$150k budget he originally earmarked for making further changes to the instrumentation curriculum is no longer available.

7. PUBLICITY

Jim will contact Brad for the next edition of newsletter.

Allen is to contact Murdoch U to verify on their intention to establish fieldbus training.

8. MEETINGS

Jim tabled the forward plan for 2006 technical meetings for discussion. Each committee member was given responsibilities to organise nominated meetings.

9. JUMP ABOARD 2005

Allen has forwarded JA2005 attendees details to all sponsors. A list of attendees with email addresses will be forwarded to tabletop vendors when requested.

The committee will consider a seminar event based on the China model where the vendors will fund the entire event.

A proposal to hold another JA event locally in Perth will also be considered. Suggestion that some of the presentations can be made via live webcast with questions and answers session. Presentations may also be extended to Karratha, Kalgoorlie or Bunbury. Jim will put a proposal together.

10. FF Essentials & Advanced Course

Allen advised that trainings with provisional dates scheduled in March, June and September have now been posted on web site.

11. Mailing List

Jim asserted a concern with vendor reps taking on the role of maintaining the mailing list database. It was decided that Jim will keep on maintaining the mailing list.

Allen advised that he has bought the business card reader and claimed that it has 95% chance of automatically reading cards successfully.

12. Eastern State FUG

Jim advised that a second FUG meeting has been held. The organisation has yet to be incorporated. The committee has approached IICA for a possible joint technical meeting but has not been well received.

Jim to speak to Marc about funding and technical meetings schedule.

The committee will send out a survey to get feedback from end users on the value of the organisation. Karl has agreed will put together a survey form.

13. FFEUC Co-Chair Position

Jim will invite Vinod of CSBP to attend future meeting.

14. GREENFIELD FIELDBUS REQUIREMENT

Syd raised the issue that requirement for training of Greenfield project personnel has not been covered in adequate detail, examples, ensure project cost includes consultancy cost, funding of trainings. This is to be raised for action by EUAC.

Action. Jim

15. Other Business

Allen will represent FFEUAC Aus at the next general assembly in Shanghai.

Allen advised that the FFEUC laptop will be upgraded with window XP Pro. Jim advised Allen to proceed.

Allen requested that the FFEUC should consider the purchase of Adobe Distiller software. Allen will check the price of the software.

Jim to proceed with purchase of a digital camera.

Jim has responded on the document from John Dustin.

NEXT MEETING is 6th December 2005 at 12:00 noon Venue: Emerald Hotel committee room for Lunch