

DATE OF MEETING: 7th March 2006

LOCATION:- Woodside Office, Level 13, QV1 , Perth

Minutes by: TS Lim

PRESENT

T.S. Lim (Secretary - Woodside Energy)
Jim Russell (Co-Chair- ICEweb)
Allen Tighe (Seacove Systems)
Duncan Turner (Apache)
Mark Burt (Challenger TAFEA)
Colin Yates (P&F)

APOLOGIES

David Gonzalez (ABB)
David Edge (Samson)

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes proposed for acceptance by Allen and seconded by Mark.

2. CORRESPONDENCE

INCOMING: Ian Verhappen, Kalpen Vachherojami

OUTGOING: Craig Baade, Peter Inns, Emerald, Smar

3. ACCOUNTS PAID/BALANCE

Operating account balance is approximately at \$11,550.54 with additional \$20,000 held in term deposit account.

4. WEB PAGE

Annual account for year 2004/5 is to be completed.

Action: Allen

Planned FFEUC events and training dates for 2006 has now been posted on web site

5. DONATED EQUIPMENT

Portable training equipment asset register now available on 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 Jim Russell will arrange a visit to CCI to enquire on the status of the donated equipment.

Action: Kevin/Jim

ACEPT (ex AOGITC) is looking to set up instrumentation training at Henderson site.
No further update received to date. Jim to follow up.

Action: Jim

Mark advised that TAFE is intending to set up training infrastructure near the Austal yard. Jim will send Mark copy of the fieldbus training set up specification.

Action: Jim

7. PUBLICITY

Jim advised that newsletter has been mailed out recently. He would like to see a regular monthly but brief newsletter being issued.

Action: Jim

No further update from Murdoch U in regard to fieldbus training.

Action: Allen

8. MEETINGS

The next meeting is scheduled for 15/3 on hazardous area installation. This will jointly organise by Kevin and Colin. A site visit to CSBP has been organised for the April's event.

Jim will contact Worley Parsons for the May meeting.

9. JUMP ABOARD 2006

Organisation of JA2006 event is now underway.

The committee will need to consider moving a motion to allocate \$2500 towards the purchase of a new projector for use at the next Jump Aboard.

10. FF Essentials & Advance Course

Allen advised that 4 persons attended the last essentials training. Further training has been arranged for April in Victoria primarily for personnel from the Otway project.

11. Mailing List

Kevin advised that he has business card reader now working fully.

12. Eastern State FUG

Jim has spoken to Peter Inns and no further progress has been made to date. Jim to contact Marc to determine FNUG status.

13. FFEUC Co-Chair Position

No progress in sourcing interested co-chair position from contact with Hi-Smelt, Worsley or Ravensthorpe.

Action: Jim

14. Other Business

Lim purchased academic version of the Acrobat conversion software at \$133 and passed the package on to Allen.

Jim purchased the FFEUC digital camera at just under \$700.

Jim advised that he has sent email to Craig Baade in regard to the presentation by John Dusting. IICA Vic will still proceed with the seminar. Jim proposed that the committee approve funding of \$1500 to cover accommodation and flights towards attendance by Jim and Allen at John Dusting's IICA presentation to counter argue

some of the Foundation fieldbus technology mis-representation . The motion was seconded by Duncan.

Allen's proposal to change his phone line to VOIP which will provide long term savings to run FFEUC business was accepted by all present. Allen has still yet to make the switch.

NEXT MEETING is 4th April 2006 at **7:00 am**. Venue: Woodside QV1 L13 Conference Room