

DATE OF MEETING: 5th December 2006

LOCATION:– Emerald Hotel, Perth

Minutes by: TS Lim

PRESENT

T.S. Lim (Secretary - Woodside Energy)
Jim Russell (Co-Chair- ICEweb)
Kevin Barnes (MTL)
Duncan Turner (Apache)
Brenton Lynch-Rhodes (WPC)
Kelvin Oakes (Emerson Process Management)
Warren Dicks (Honeywell)
Allen Tighe (Seacove Systems)
Tom Rolton (Emerson)

APOLOGIES

John Ness (Woodside Energy)
David Gonzalez (ABB)
Eric Raymond (Geographe Energy)
Colin Yates (P&F)
Noel Murphy (Geographe Energy)
Gordon Stevenson (Bechtel)

Cc: Rich Timoney

1. MATTERS ARISING FROM PREVIOUS MINUTES

Minutes proposed for acceptance by Kevin and seconded by Duncan

2. CORRESPONDENCE

INCOMING: Rich Timoney, JA2007 Correspondence

OUTGOING: JA2007 Correspondence

3. ACCOUNTS PAID/BALANCE

Operating account balance is \$6104 with expenses of a little over \$1000 still to be accounted for. The investment account has a balance of \$15,000

Allen advised that 2005-2006 account is completed and will pass on to the accountant for verification.

ACTION: Allen

4. WEB PAGE

Committee members require photos can arrange with Jim to have their photos taken after the meeting.

5. DONATED EQUIPMENT

Jim and Allen will discuss with Tom after the meeting to clarify the donation details for the HART 375 communicator.

Allen has negotiated with WPC for the donation of DVC positioner.

Softing has still to confirm the possibility of donating a Linking Device.

Kevin indicated that he will make arrangement for the donation of FISCO power supply.

Warren to follow up with the status on Honeywell C300 controller donation.

Action: Warren

6. CENTRE OF EXCELLENCE

No further update on ACEPT.

7. PUBLICITY

Jim is to issue an email to committee requesting contribution of articles towards the December issue of the newsletter. Jim is to provide "note from the chair".

Action: Jim

A suggestion for the newsletter article is a list of fieldbus acronyms.

8. MEETINGS

Three technical meetings are to be planned for 2007 after JA2007. It was suggested that the June meeting could involve WPC, Samson and others presenting DVC valve stoking diagnostic features in an inter-operative environment.

Action: Brenton

9. JUMP ABOARD 2007

Jim advised that he has paid Members Equity Stadium \$1000 deposit to secure the venue. Geographe has offered to provide FFEUC with 100 shirts with JA2007 and Geographe Logo.

Honeywell has come forward with a donation offer of 20 256 KB memory keys.

10. FF Essentials & Advance Course

Allen will publish a list of training dates for 2007 on the web sites.

Allen has also received requests to run a fieldbus troubleshooting course and is soliciting ideas and materials for the course.

11. Mailing List

Jim advised that the mailing list has been kept up to date.

12. Eastern State FUG

Jim and Allen will meet with Tom after the meeting to discuss the strategy to set up the Eastern seaboard FFEUC committee. It is planned that the kick off meeting is to be planned in March to coincide with the JA2007 event in Melbourne. **Action: Jim**

13. FFEUC Co-Chair Position

Jim advised that Gordon Stevenson has stepped forward for the second co-chair position. The proposal was proposed by Allen and seconded by Brenton. All present unanimously accepted the proposal.

14. Other Business

NEXT MEETING: Tuesday 6th February 2006 at **7:00 am**. **Venue:** QV1 Building