

# Cliffside Refiners Limited Partnership Meeting

May 31, 2018 @ 10:00 AM

## Attendees:

Emress B.    Barry S.    Sam B.    Joan G.    Mark M.  
Brad H.    Heath M.    Alex C.    Melissa H.    Rodney C.  
Nick D. (CRLP)    Tom P. (Linde)

### I. Call to Order

### II. Roll Call

- Taken

### III. Antitrust Issues

**Nick D.**-Provided to list of attendees on call, if anyone has any questions please let me know

#### 1. Old Contract

- **Nick D.**-relates to Joan and Sam.
- **Joan G.**-We did receive everything that you sent and David said that is fine. It normally would have been on the thumb drive but that is fine.
- **Nick D.**-CRLP had submitted 4 invoices, 3 of them are related to the Booster Compressor and 1 is the over/under. I think that is all of them.  
I need to know when I can execute those and if there is going to be an audit. My understanding is that the contract was over March 31<sup>st</sup> and that there was no require for a post contract audit.  
**Sam B.**-Joan and David will contact Christine to confirm.

#### 2. New Contract Invoicing-no comments

#### 3. Plant issues/deficiencies

- **Nick D.**-IA compressor failure
- **Mark M.**-SERCO did arrive Tuesday and began disassembly trying to find out what was wrong. One of the defective parts was a solenoid that we did not have in stock. He got some overnight shipment of parts and got it running the next day.
- **Nick D.**-So we are up and running COB Wednesday.
- **Mark M.**-I still want to revisit what parts we have in stock.
- **Alex C.**-Is the ORI still scheduled for next week?
- **Nick D.**-I haven't heard anything.
- **Nick D.**-CY18-008 Carbon Monoxide presence
- **Mark M.**-I need to check on the presence. When the monitor detected the presence, the doors were shut and fans were off so I need to recreate the environment and check that.

- **Nick D.**-*PPE CY18-010*-were you doing an inventory and then doing a purchase?
- **Mark M.**-policy hasn't changed. Defined areas where PPE is required is well understood. We do need to do training. Purchase is in process for purchasing new monitors. We have been reviewing these policies annually and I can send you a copy of that.
- **Nick D.** *CY18-012 Compressor cooling*
- **Mark M.**-1<sup>st</sup> cooler has been installed blowing on cylinder 6 of the K100, the other was moved into position this morning. Before adding the cooler we were within 10 degrees of the alarm, now we are 20 degrees from the alarm.
- **Nick D.**-need to keep a lot of records especially when going into these high temperature days.
- **Mark M.**-the numbers are going into the DCS. We use an infrared gun to shoot the temperature as well.
- **Nick D.**-*CY18-018 block valves* did we get that finished?
- **Mark M.**-we want to go back to our files for the hot work permits and see who unlocked it and what the intentions were. We can lock them. I will double check.
- **Nick D.**-nothing has changed as far as I know about the methane pumps. I haven't heard if it is or is not operable.
- **Barry S.**-I talked to Rudy Mendez yesterday afternoon. He didn't think that it was ready to run. Joel is here today and he would know for sure if it is ready or not ready.
- **Nick D.**-if you can let me know what the resolution is.  
Are the shaft guards back in place? This is a safety issue. If you could let me know when this is done so we can cross that off the list.  
*CY18-021 Waukesha oil gushing*-suggested that a root cause review be done.
- **Barry S.**-we replaced the autofill because it was deficient.
- **Nick D.**-need to document in a near miss incident report. Are all 6 devices operable?
- **Mark M.**-I'm going to say yes but I want to verify.
- **Brad H.**-the guys received their carbon, the 2 that are working here from AP for the PRISM. It was held up in Dallas is what they said. They inventoried what was on the shelf and used it if it was good.

#### 4. **Projects and Proposals**

- **Nick D.**-Alex you and I just mentioned that if you will get with Brad.
- Authorized to do the CHEU operating pressure change.
- Training proposal to Mark by tomorrow and will include Melissa on the email.

#### 5. **Event Horizon**

- **Nick D.**-next week's call goes to Tuesdays at 9 AM Central  
CASHE audit reporting date end of July

**6. Near Miss investigations**

- **Nick D.**-need to follow procedure to get these things closed out.

**7. Cliffside PPE**

- **Nick D.**-if you provide me the policy as we stated earlier and then we can just make changes as needed.

**8. Cliffside operation instruction revisions**

- Procedures need to be standardized throughout
- Need SOP that all operators use to do the same procedures, daily logs need to be formally reviewed by manager

**9. CRLP Plant Visits**

- Proposal for 2<sup>nd</sup> week in June will be 3 day on site visits and then the 2<sup>nd</sup> or 3<sup>rd</sup> week in July

**10. Misc.**

- **Nick D.**-if we could get a copy of an Org chart  
IA compressor-it worked out that someone saw a problem, the standby was put in service, plant continued to run. Sometime in the morning Friday it was noticed about 10 or 11. Issue escalated to Mark then Mark escalated to Nick who asked a question, got a response and then I escalated it to Mark Carey. It was not a very effective way to get the problem fixed. SERCO was contacted and they indicated that they might have somebody but they might not have parts. The point is that the way we communicated was slow and delayed and so SERCO couldn't come until after working hours. I think it could be done better.

**Melissa H.**-Until you put in writing that we can go to a sub then we will come to you. If you will send me an email then I will let you know if I need something different.