VI EXECUTIVE BOARD MEETING

Headquarters Plaza Hotel
3 Headquarters Plaza
Morristown, New Jersey

Tuesday
September 13, 1994
8:00 a.m.

8:00a	I.	**OPENING OF MEETING AND SELF-INTRODUCTIONS**	W. Patient
8:10a	II.	**APPROVAL OF MINUTES OF PREVIOUS MEETING**	Group
8:15a	III.	**REPORT OF PREVIOUS EXEC. COMMITTEE MEETINGS**	W. Patient
8:30a	IV.	**FINANCIAL REPORT**	R. Burnett /M.Schneider
		A. Fiscal year 1993-1994 Final Report	
		B. Status of Current Expenditures	
8:50a	V.	**KEY ISSUES UPDATE**	
		A. Kansas Pipe Project	F. Krause
		B. EDC/VCM Ad Hoc Task Force	M. Scheck /F. Krause
		C. Nichols-Dezenhall Grassroots Project	T. Termine
		D. Incineration Task Force	F. Krause
		E. Environmental Issues Task Force - Interim Report	G. Rutman
		F. Communications Update	D. Meeker
10:30a		- - - - - B R E A K - - - - -	
10:40a	VI.	**COMMITTEE AND LEGISLATIVE UPDATES**	
10:50a	VII.	**LEGAL COUNSEL'S REPORT**	
11:10a	VIII.	**INTERNATIONAL ACTIVITIES**	
		A. Update from Associate Members	Group
		B. October 1994 Tripartite Meeting	R. Burnett
11:30a	IX.	**OLD BUSINESS**	
		A. Report on VI Membership in ECVM	R. Burnett
		B. Responsible Care Partnership	R. Burnett
		C. California EIR	
11:45a	X.	**NEW BUSINESS**	
		A. Affiliate Member Report/Recommendations	V. Struber
		B. Other	
12:15a	XI.	**ADMINISTRATIVE ITEMS**	
12:30a	XII.	**NEXT MEETING ADJOURNMENT**	

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VINYL INSTITUTE EXECUTIVE BOARD

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Tuesday
September 13, 1994
8:00 am - 12:30 pm

ATTENDEES:

John Avento, Elf Atochem
Ray Azrak, Union Carbide
Alan Bailey, Occidental Chemical Co.
Pat Benkner, Vinyl Institute
Brian Bourgeois, PPG Industries
Robert H. Burnett, Vinyl Institute
Peter de la Cruz, Keller and Heckman
George Dillon, Dow Chemical Co.
Bruce Duerringer, Kaneka Texas
Art Gellner, CertainTeed Corp.
Roy T. Gottesman, Chemical Management Resources
Lars Kildahl, Norsk Hydro
Fred E. Krause, The Geon Company
Brad Lienhart, Chlorine Chemistry Council/CMA
Claus Mrosk, Union Carbide
Ron McCreedy, Dow Chemical Co.
David A. Meeker, Edward Howard & Co.
Gil Muller, BASF
William Patient, The Geon Co., **CHAIR**
John L. Russ, Borden Chemicals and Plastics
Greg Rutman, The Geon Company
Meredith N. Scheck, Vinyl Institute
Erv Schroeder, Shintech Inc.
Vic Struber, Witco
Tom Swanson, Georgia Gulf
Theresa Termine, Nichols-Dezenhall

I. OPENING OF MEETING AND SELF INTRODUCTIONS

Vinyl Institute Executive Board Chairman William F. Patient convened the meeting at 8:00 a.m. with a round of self-introductions. Mr. Patient extended a welcome to new Executive Board meeting attendees and guests. On behalf of the Board, Mr. Patient expressed a special thanks to departing Board representative Mr. Azrak of Union Carbide for his contributions to the Institute during his tenure on the Board, his participation in Board-level discussions and decisions, and for contributions to the industry in company publications

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on vinyl issues. On behalf of the Board, Mr. Patient extended a special welcome to Union Carbide's new Board representative, Claus Mrosk.

II. **APPROVAL OF MINUTES OF PREVIOUS EXECUTIVE BOARD MEETING**

Mrs. Scheck noted that Mr. Bailey's name had been omitted from the list of attendees at the Executive Board's May 24, 1994 meeting. With this correction, Mr. Struber moved that the minutes of the May 24, 1994 meeting be accepted. The motion was seconded by Mr. Schneider and approved without objection.

III. **REPORT OF EXECUTIVE COMMITTEE MEETING OF SEPTEMBER 12, 1994**

Mr. Patient updated the Executive Board on three items discussed during the September 12, 1994 Executive Committee meeting:

- **Tripartite Conference Statement:** He reported that the discussions included a recommendation that the U.S. delegation to the Tripartite meetings in Tokyo in October actively support the development of two conference statements, one aimed at a worldwide industry commitment to characterize emissions and one aimed at incineration.

- **Proposed Addition to VI Staff:** Mr. Patient further noted that the Executive Committee discussed the addition to the Vinyl Institute staff of a technical manager, with no budget increase at the present time. Mr. Burnett outlined the need for such assistance, and commented that he projected a $150,000 total impact on the budget including salary, benefits, and expanded travel/expenses. He stated that he would like the candidate to have had recent industry experience and is hopeful of filling the position through industry contacts. He noted that although no additional funds are being requested at the present time, this could change during the course of the fiscal year. At the conclusion of the presentation, Mr. Russ moved that Mr. Burnett be authorized to add a technical manager to the Institute staff and that the Executive Board be kept apprised of the impact on the budget that will result from salary negotiations and date of hire. The motion was seconded by Mr. Schneider and approved by voice vote.

- **Consultant Spending:** Mr. Patient also noted that Mr. Burnett updated the Executive Committee on the rate of expenditures by Nichols-Dezenhall, commenting that Mr. Nichols had apprised Mr. Burnett that should the curren rate of expenditures continue that expenses could be anticipated in the range of $33,000-66,000 greater than the bid amount. Mr. Patient noted that the Executive committee believed that the work product to date by Nichols-Dezenhall was performed specifically at the request of the Executive Committee and met the Board's objectives. Mr. Patient noted that the Executive Committee had authorized expenditures up to the higher exceedance number cited, but asked to be kept informed. Mr. Patient noted that at the December meeting, the Board will be updated on the budgetary impact of the addition to staff and the rate of expenditures by Nichols-Dezenhall.

IV. FINANCIAL REPORT

A. Fiscal Year 1993-1994 Final Report

On behalf of VI Treasurer Mark Schneider, Mr. Burnett reviewed the final report for FY 1993-1994 (the period June 1, 1993 to May 31, 1994), as contained under Tab B of the briefing book. Mr. Burnett noted the positive fund balance of $347,057, remarking that this was partially due to some intentional underspending in the recycling area.

B. Status of Current Expenditures

Mr. Burnett noted that following the preparation of the briefing book, additional financial information became available for the period through August 31, 1994. He presented that information as appended to the minutes of this meeting. Mr. Burnett commented that it is possible that some of the loans made to recyclers will not be repaid. He further noted that additional expenses for public relations support and the addition to VI staff as previously discussed, will substantially affect the fund balance. Mr. Schneider asked that future briefing books also include a copy of the current fiscal year budget in addition to the current cash basis statement. At the conclusion of the presentation, Mr. Schroeder moved that the financial report be accepted. The motion was seconded by Mr. Dillon and approved without objection.

V. KEY ISSUES UPDATE

A. Kansas Pipe Projection

Issues Management Committee Chair Fred Krause reviewed the highlights of the August 18, 1994 meeting involving representatives of the Vinyl Institute, the Uni-Bell PVC Pipe Association, the National Sanitation Foundation, and the U.S. Environmental Protection Agency (background information is included under Tab H of the briefing book). He noted that the group provided the Agency with the information requested relative to remediation methods and associated costs. He stated that industry attendees restated to the agency that they continued to believe that the material in Doniphan No. 5 water district met all standards at the time of installation. Mr. de la Cruz stated that EPA representatives accepted the report with no recommendation of remediation by industry. Mr. Krause noted that at this time the project is considered complete.

B. **EDC/VCM Ad Hock Task Force**

Mr. Krause expanded on the report contained under Tabs D and H of the briefing book and noted that the task force has standardized on the EPA protocols, identified a list of laboratories, and agreed to use Keller and Heckman as the third party for input to a database. He further noted that sample testing protocols for five streams are under development at Wright State University, with a projected cost of up to $140,000, which is included in the Technical Committee budget. Mr. Krause noted the recent data exchange with a representative of the European Council of Vinyl Manufacturers and highlighted the information received. Additionally, he commented that clarification of the data was discussed at the IGCCA Science Committee meeting during the week of September 6. Mr. McCreedy, Technical Committee chair and task force chair, responded to several technical questions. Mr. McCreedy noted that it is intended that the protocols developed will be shared with EPA.

Mr. Patient commented that with the approval of the Executive Committee, the Executive Director had written to EPA Assistant Administrator Lynn Goldman on August 23 (he noted that Board members had previously received copies of this letter), and that from his perspective that letter commits the industry to move to implement the characterization of emissions. He stated that as chairman he is asking the Board to commit that the VI Executive Director and staff can represent that the vinyl industry is implementing its commitment to the Agency. During discussion, it was noted by several members that testing priorities may vary among members. Mr. Lienhart noted the Chlorine Chemistry Council's position statement regarding a commitment to characterize emissions. Dr. Gottesman noted that not all vinyl producers are members of the Vinyl Institute and that they should be made aware of industry initiatives to characterize emissions.

Mr. McCreedy stated that the task force would next be meeting September 19 and noted that the Board would be kept apprised of activities.

C. **Incineration Task Force**

Mr. Krause updated the Board on activities of the Incineration Task Force chaired by Don Goodman of OxyChem, including the decision to engage the American Society of Mechanical Engineers (ASME) in a study to document known information about PVC in municipal solid waste, medical waste, and hazardous waste incineration (background information is included under Tab E of the briefing book). He noted that the work it to be carried out by Rigo & Rigo Associates, Inc. at a cost of $130,000. He commented that Dr. William Carroll, CCC/OxyChem is serving as a liaison between the groups and that there is a commitment by CCC to support this project at the $40,000 level. Requests for contributions are pending with other interested groups. He commented that the work is targeted for completion by December 15, 1994 and noted that this is within the 120 day comment period on the Dioxin Reassessment draft released by EPA September 13.

D. **Nichols-Dezenhall Grassroots Project**

Ms. Theresa Termine of Nichols-Dezenhall reviewed the crisis management protocol and strategy developed for the VI specifically related to the U.S. Environmental Protection Agency's release of its dioxin reassessment study. Mr. Dillon noted strong endorsement of the approach.

Ms. Termine commented that since the May 1994 Executive Board meeting the grassroots project has been implemented on schedule. She stated that 3,500+ customers have been identified and reviewed the responses to the initial July mailing as well as the outcome of the first mobilization mailing. She noted that as a result of a substantial number of questions, a September mailing is planned to provide an update on the dioxin reassessment. She also noted interest in the white paper "The Truth About Vinyl" which had been prepared with the assistance of Edward Howard & Co. Ms. Termine reviewed program elements of the grassroots project through the first quarter of 1995.

Ms. Termine updated the Board on efforts to educate allied trade groups on how issues impacting vinyl also impact their members. She noted that 31 allied associations attended the July 19 special briefing and that many have expressed interest in continued involvement. She reviewed the plans for continued communication with this group.

Ms. Termine provided issue/legislative outlook for 1995 at federal/state level. Mr. Patient urged consideration of efforts such as the Ohio Plastics Summit.

E. **Environmental Issues Task Force - Interim Report**

Mr. Rutman, Legal chair and chair of the Environmental Issues Task Force, reviewed the mission objectives of the group and noted that the task force has implemented a program to review each document/letter or assertion about PVC, as outlined under Tab F of the briefing book. The task force will recommend the best mechanism for response, and has and will continue to involve legal counsel in the decisions. Mr. Rutman gave examples of how this activity has been implemented. Mr. Lienhart urged the group to be proactive and to engage in debate where appropriate.

F. **Communications Update**

Mr. Meeker of Edward Howard & Co. expanded in detail on the material included under Tab G of the briefing book. He noted that a revised media monitoring analysis system has been put in place and asked for feedback on the approach. He also stated that he had discussed the concept of the futures project with the Executive Committee and would be developing a plan to implement this objective.

G. **Update on EPA Release of Dioxin Reassessment Release**

Mr. Nichols of Nichols-Dezenhall reported via teleconference on the release that morning by the U.S. EPA of its dioxin reassessment documents. He commented on the tone of the press statement by Assistant Administrator Lynn Goldman as well as on the early print and broadcast coverage. He noted his recommendation regarding implementation of the crisis management protocol based on the most recent developments.

VI. **COMMITTEE AND LEGISLATIVE UPDATES**

Mrs. Scheck noted that as noted under Tab H of the briefing book, the Health, Safety and Environment Committee has a new chairman, Jim Kachtick of OxyChem. She noted that Mr. Kachtick, who has served on the committee since its founding, will chair the next meeting of the committee at which time there will be a review of the committee's mission statement.

Mrs. Scheck also updated the Board on the activities of the ad hoc Medical Task Force, whose members include representatives of Colorite, Teknor Apex, and AlphaCary and noted that they have several monographs under development and plan to sponsor a seminar on vinyl and medical plastics at the June 1995 Medical Device and Diagnostics annual trade show.

At the conclusion of this portion of the agenda, Mr. Patient thanked the committee and task force chairs for their time and efforts to implement the Board's initiatives.

VII. LEGAL COUNSEL'S REPORT

Mr. de la Cruz referenced the General Counsel's report contained under Tab K of the briefing book. He specifically thanked Mssrs. Krause, McCreedy and Svalander for their input in developing a response to the Food and Drug Administration's request related to allegations made about vinyl in a June 9 press release by Greenpeace that provided additional information about the extraction studies referenced in Sweden. He noted that counsel would also be assisting in providing additional information on diffusion science to FDA.

VIII. INTERNATIONAL ACTIVITIES

A. Update from Associate Members

Mr. Kildahl updated the Board on recent political developments in the Scandinavian countries and their potential impact on issues of concern to the chemical/plastics industries. He noted a shift within Sweden to issues such as use of additives (particularly lead, organotin, and plasticizers) and to the recycling and landfill of PVC waste. He commented on a recent seminar on landfill issues. Mr. Krause noted that the Canadian environmental authorities have posed a number of questions on additive systems which he believes emanated from the the Swedish government study. Mr. Kildahl also referenced the recently distributed report by Mr. Buhl of EVC and the expansion of the "Green Dot" program in Germany.

B. October 1994 Tripartite Meetings

Mr. Burnett noted that the Japan PVC Association is committing substantial resources aimed at making the third Tripartite meetings a success, with substantial involvement of Japanese and Asian affiliated organizations. Mr. Burnett stated that the U.S. delegation is anticipated to number twelve, while the representation from Europe is at this point in time limited to five. Mr. Kildahl was asked by Mr. Patient to ask his European colleagues to reconsider attending. Mr.

Patient noted earlier in the program that the U.S. delegation would be seeking post conference statements.

IX. OLD BUSINESS

A. Liaison with the Chlorine Chemistry Council

Mr. Patient thanked Mr. Lienhart for his attendance at this meeting and expressed the Board's appreciation for Mr. Lienhart's service while on the VI Executive Board.

Mr. Lienhart gave the Board an overview of Chlorine Chemistry Council (CCC) activities as he departs CCC and the new managing director, Kip Howlett, assumes leadership. Among the topics covered were: current membership, the activities of the science task force of the International Group of Chlorine Chemistry Associations, the completion and publication of the Interpretive Review (i.e., the Cantox report), third party scientific briefings of the media on dioxin and related issues, the development of a state affairs outreach program including an extensive grassroots database and coordination with the state chemical industry council network, and research and analysis performed by outside contractors.

B. Report on VI Membership in ECVM

Mr. Burnett noted that VI membership in ECVM is now complete. Mr. Patient asked to be kept apprised of how the VI could be best involved in the ECVM to assure the kind of coordination and cooperation that has been provided by Mr. Svalander of ECVM.

C. Affiliation with Responsible Care

Mr. Burnett stated that the Vinyl Institute is now an official partner affiliate with the Chemical Manufacturers Association Responsible Care program. He noted that he will be attending a meeting the following week of all partner affiliate representatives.

D. California EIR

Dr. Gottesman referenced the report on the status of the completion of an environmental impact report on the expanded use of plastic pipe in the state of California included under Tab L of the Briefing Book. He noted that SPI Vice President Lew Freeman notified the California Department of Housing and Community Development that SPI was suspending work on the project. Pending a response by the state agency, Dr. Gottesman reported that he would anticipate no further updates on this activity at future board meetings.

X. **NEW BUSINESS**

A. **Affiliate Member Report**

Mr. Struber reported that the affiliate members recommend that an effort be made to identify additional companies qualified for membership in the Vinyl Institute. Mr. Patient noted his support of this recommendaiton and suggested that Mssrs. Struber and Burnett develop a list and initiate contacts.

Mr. Burnett noted that he has not been contacted by any of the Mexican company representatives that attended the VI Annual Meeting and stated that he would recontact them in the near future to determine their interest in joining the Institute as associate members.

B. **Other**

No other new business was brought to the attention of the Board at this time.

XI. **ADMINISTRATIVE ITEMS**

A. **Staffing**

Mr. Burnett noted Mr. Patient's earlier report on the Executive Committee decision regarding the hiring of a Technical Manager. He noted a strong desire to have someone with recent vinyl industry experience.

B. **Annual Meeting**

Mr. Patient referenced the sites researched by Ms. Benkner as included under Tab M of the briefing book. Mr. Bailey suggested that the May dates blocked out overlap the SPI Board meeting by one day, which a VI representative is to attend. He suggested that consideration be given to moving the annual meeting to April, and to reduce the number of Executive Board meetings from four to three. Following discussion, Mr. Bailey moved that the number of Executive Board meetings each year be three, with the annual meeting scheduled for April. The motion was seconded by Mr. Struber and approved by the Board by voice vote. Following additional discussion, it was further suggested that the site selected be within a reasonable distance from an international airport.

XI. **NEXT MEETING/ADJOURNMENT**

The next scheduled meeting is for December 7 in the Houston area. There being no other business, Mr. Struber moved for adjournment at 12:30. The motion was seconded and approved without objection.

Respectfully submitted,

Meredith N. Scheck

Meredith N. Scheck
Assistant Director