Advanced Conversion Technologies Task Force Meeting
Draft Minutes
Friday, November 15, 2013
University of Wyoming Energy Innovation Center
Laramie, Wyoming

ACTTF Members Present: Tom Lockhart (Vice-Chair), David Emery, Carl Bauer, Jim Anderson, Jeane Hull, Tom Botts, Rob Hurless

ACTTF Members Absent: Martha Wyrsch, Paul Lang (Chair), Rob Wallace

SER Staff in Attendance: Mary Byrnes, Cath Harris, Diana Hulme, Nadia Kaliszewski, Mark Northam, Abby Scott

Others Attending: Wendy Lowe (Peabody Coal), Vijay Sethi (Western Research Institute), Don Collins (Western Research Institute)

Agenda:

1) Minutes from August 23, 2013
2) Follow-up on evaluation criteria and process for Clean Coal Technology Fund (CCTF) final technical reports – Diana Hulme
3) Updates on projects – Diana Hulme
4) Update on Emery Energy sale of equipment – Diana Hulme
5) WRI test-bed proposal – Vijay Sethi, Western Research Institute
6) New business – Directions for next meeting
7) Adjourn

Summary of Action Items from Meeting:

1. Minutes from August 23, 2013 - A motion to accept the minutes from the August 23, 2013 meeting was made by Jim Anderson and seconded by Jeane Hull. The motion passed unanimously.
2. Follow-up on evaluation criteria and process for final technical reports – Diana Hulme - No action taken. Abby Scott will send final executive summary reports to the Task Force. SER staff will move forward with selecting reviewers.
3. Updates on projects – Diana Hulme – No action taken.
5. WRI test-bed proposal – Vijay Sethi, Western Research Institute – No action taken.
7. Adjourn

MEETING DETAILS:

1. Minutes from August 23, 2013
Summary: Vice-Chairman Tom Lockhart began the ACTTF Meeting at 10:52 a.m. Chairman Paul Lang was excused following the Energy Resource Council (ERC) portion of the meeting, and the ACTTF meeting was led by Vice-Chairman Lockhart.

Action Taken: A motion to accept the minutes from the August 23, 2013 meeting was made by Jim Anderson and seconded by Jeane Hull. The motion passed unanimously.

2. **Follow-up on evaluation criteria and process for final technical reports**
   
   Summary: Diana Hulme referred the Task Force to page 42 of the meeting notebook, which showed an outline of review criteria that might be used to evaluate final technical reports of completed CCTF projects. The Task Force added that Task Force members should review the final executive summaries from the completed projects. All agreed that the next step in evaluating the final technical reports from the projects is to find appropriate reviewers.

   Action Taken: No action taken. Abby Scott will send final executive summary reports to the Task Force. SER staff will move forward with selecting reviewers.

3. **Updates on projects**
   
   Summary: Diana Hulme reported that CCTF/ACTF projects are moving forward as planned. She referred to pages 43-45 in the meeting notebook to show project spending rates in greater detail.

   Comments: The Task Force referred back to discussion of gauging the return on investment from projects. Diana noted that she hopes to have made progress evaluating final reports by Fall 2014.

   Action Taken: No action taken.

4. **Update on Emery Energy sale of equipment**
   
   Summary: Emery Energy, a company funded to construct a flex feed gasifier through the CCTF, notified SER of their intent to sell the gasifier. Diana Hulme brought this to the attention of the Task Force. Given the language in the contract between UW and Emery Energy, the company is within its legal rights to sell or lease the equipment independently of SER and UW. The Task Force discussed its own interest in purchasing the gasifier, which is currently housed at Western Research Institute facilities in Laramie, and decided to take no action in regards to the sale of the equipment at this time.

   Action Taken: Await next steps from Emery Energy

5. **WRI test-bed proposal – Vijay Sethi, Western Research Institute**
   
   Summary: Dr. Vijay Sethi of WRI presented a proposal he recently submitted for U.S. Department of Energy funding. The proposal includes collaboration between WRI and the
National Testing Center for Transformative CO₂ Capture Technology, among other partners and supporters.

*Action Taken:* No action taken.

6. **New business – Directions for next meeting**
   
   **Summary:** The next meeting will be held Friday, March 28, 2014 in Laramie.

   *Action Taken:* No action taken.

Motion to adjourn was made by Jeane Hull, seconded by Carl Bauer, and passed unanimously. **Meeting adjourned at 12:00 p.m.**

Respectfully Submitted:

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Paul Lang      Tom Lockhart
Chairman      Vice-Chairman