ASSE Oil and Gas Practice Specialty Meeting Minutes – January 17, 2014

1) Roll Call – attendees included:
   a) Administrator - Tracey Riepehoff
   b) Assistant Administrator – Wayne Vanderhoof
   c) Body of Knowledge – Jason Tackett
   d) Website/social media – John Campbell
   e) Special Projects – Ed Truett
   f) Manager, ASSE Practice Specialties – Char Haguewood

2) Minutes of Meeting will be posted – see web site: http://www.asse.org/practicespecialties/oilgas/index.php

3) Activities reviewed and discussed:
   a) OGPS Performance self-evaluation
      i) Due to ASSE in Feb/Mar (see attached document – please review and provide any input)
      ii) Revamping format in the near future
   b) Communication tools with PS
      i) ASSE PS page – not able to update this as frequently as desired
      ii) LinkedIn web site – not everyone members, and sometimes challenging to sort through all of the material
      iii) ASSE future plans = CDEP – CoPS digital expansion project
          (1) Goal is to have this eventually replace the newsletter
          (2) Initiative goes in front of board for approval in February
          (3) Provides more frequent means of communication
          (4) More easily updated – able to keep content fresh
          (5) Char emailed meeting attendees an informative power point with details of the plans
   c) ASSE PDC – June 8-11, 2014 in Orlando, FL
      i) OGPS meeting/social event
         (1) Scheduled for Monday, June 9, 5:30-7:30 pm
         (2) Location is at Convention Center
         (3) There was good discussion about the potential format for the event. The next meeting is going to focus on planning for this event. Items to discuss include:
            (a) Objectives for the meeting
            (b) Business focus vs. social/networking focus
            (c) Recruitment of new members
            (d) Filling open positions on advisory board
            (e) Only face-to-face group meeting for PS
            (f) All agreed we want to make the time productive and positive
   d) ASSE new governance model and bylaw changes (see web site)
      i) Tracey suggested the group review the proposed changes and provide input
   e) Discussed awards that are open for nomination, including:
      i) Culbertson award – due March 1
      ii) Triangle award – due March 15
   f) RFI regarding changes to the PSM and Prevention of Major Chemical accidents
      i) Ed Truett volunteered to provide input to ASSE on a response from OGPS
   g) Content for Well Informed – due February 17 to Char Haguewood
      i) Offer to contribute on LinkedIn site from Monica Chalman
      ii) Ed Truett offered to provide an article for the next issue
iii) Possible articles from presentations at the downstream virtual symposium

h) Discussion of focus areas for 2014 for OGPS – future meeting topic/get input at PS meeting at PDC

4) Next Meeting – February 21 at 11 am CST