

Minutes
For
SafelandUSA Meeting 5-15-07

Present:

Roosevelt Smith–Tetra Tech
Pete Eustis–PEC
Marie Martin–TEEX
Arthur Washington - ExxonMobil
John Vidrine–AESC
Joseph Hurt–IADC
Brenda Kelly–IADC
Larry Jones? - Dominion
Charlie Carr–PEC
Someone new?–Tetra Tech

1. Open - Introductions
Many concurrent meetings exist today.
2. Facility Safety Moment
Roosevelt Smith presented training tactics to encourage participation—a video and using tokens.
The antitrust statement was read.
3. Review of Last Meeting's Minutes
Reiteration: We are working on a syllabus, not a curriculum. At the last meeting, the syllabus did not change. They just said that there are optional modules to go both to land and offshore. SafeGulf accepted ours. Marie will forward the edited copy back out.
4. New Business:
 - a. Establish Timelines
Dustin Hoffpauir was going to have put things on the timeline format. He is in Wyoming. Roosevelt Smith will check with him and try to get a copy sent out to everyone.
 - b. Status on Operator commitment and documents for management
Arthur Washington presented the revised operator letter and documents for management.
Note: Some companies have drilling completely separate from production, and in some cases only production is buying into this effort. Operator representatives were asked to invite their drilling counterparts to the next meeting to make sure they are aware of the status of the SafeLandUSA effort and talk about whether their organizations will participate.
The document for management was edited. Marie will send the edited version to Pete, who will send it out to solicit comments. By the September meeting, the goal is to have the management endorsement letter and the letter to the contractors back with signatures from management. As endorsements come in, we can add those operators to the list on the website and the contractor letter. If only one operator decides to endorse the effort, there is no point in continuing, but if several operators endorse SafeLandUSA, that is enough to roll out the program.

NOTE: Business plan is necessary before we roll out—it is time now to develop the business plan, and it will affect the timeline for rollout. Charlie Carr has agreed to help develop it—with help. The current numbers in red in the management document are estimates based on the SafeGulf document, and are acceptable for that purpose if it is clear they are estimates, but we do need to be able to give people a clearer picture.

- c. Database choices
Tabled. There were not enough operators in the room to have a productive discussion. Note: PEC has invested in database efforts but expresses the view that industry needs to have control over it instead of a private company.
- d. Review PowerPoint presentation
It was agreed that for a general audience, the PowerPoint presentation needs to be edited down to answer the 5 most important questions. Brenda Kelly agreed to revise the presentation by the June meeting.
- e. Review revised Guidance Document
Tabled for the next meeting.
- f. Review operator letter to contractors
This has been complete for a while. We can put it on the timeline as being done. Some companies have sent it to be looked at by management. Proposal: to have only company names instead of logos for space reasons; not decided now.
- g. Review accreditation method of SafeGulf and its application to SafeLandUSA
Tabled for the next meeting.
- h. Close

Action items:

- The revised management document and 4/12 minutes will be sent out with the 5/15 minutes.
- Marie will send the PowerPoint to Brenda Kelly, who will revise it and send it to Pete for circulation.
- All operators: Please invite drilling counterparts to the June 28 meeting.
- Roosevelt Smith will visit with Dustin Hoffpaur about the timeline and try to get a copy sent out.
- Charlie Carr will develop a presentation on what is necessary for the business plan to present at the June 28 meeting.

Agenda for next meeting (June 28, Anadarko):

1. Timeline
2. Scope—are operators' drilling sides involved as well as production? Can we get them involved?
3. Business plan discussion—will be requesting finance committee volunteers. (Who pays for rollout, how does the money run). Led by Charlie Carr.
4. Guidance document
5. Accreditation—invite Sonny
6. Revised PowerPoint. Brenda Kelly's revision will be circulated before the meeting.
7. July—get database companies here to present, including ISN Arthur will contact ISN; PEC will be here; .

The July meeting will be July 26, 9 AM to 2 PM, at IADC, first floor, 10370 Richmond Ave.

We will try to get minutes and meeting notifications out faster, and we'd like to know sooner who will be able to attend, if possible.

Mission Statement

To monitor and continuously improve training standards for the US Land contractor community.

Anti Trust Guidelines

“All meetings must have a written agenda that is circulated and reviewed prior to the meeting. Attendees must strictly follow the agenda. Topics not on the agenda must be deferred until the next meeting. An attendee shall be assigned to record and distribute the minutes of each meeting. The minutes shall include a record of who attended the meeting. Under no circumstances shall attendees discuss: Price, production decisions, marketing decisions, and the person with whom, and the terms on which, each company conducts business. These matters are to be decided unilaterally by each company without agreement or even communication with competitors.”

Date: 5-15-07

Time: 9:00am until 11:30am

Place: Tetra Technology Office

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The Woodlands, TX 77380

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