

**Safeland Meeting
October 28, 2009**

Attendees:

Name	Company	email
Linda Richards	BP	Linda.richards@bp.com
Pete Eustis	PEC	pete@pecpremier.com
Damon Buster	Shell E&P	Damon.buster@shell.com
Roosevelt Smith	TETRA	rsmith@tetratec.com
Patrick Marshall	Smith Production	pmarshall@sotexfuels.com
Larry Jones	HighMount E&P	ljones@highmountep.com
Buz Holloway	Chesapeake Energy	Buz.holloway@chk.com
Ken Smith	J. Connor	Kenneth.smith@jccteam.com
Keith Coffman	Conoco Phillips	Keith.coffman@conocophillips.com
Jeanie Shuler	PEC	jeanie@pecpremier.com
Steve Perry	Basic Energy Services	steve.perry@basicenergyservices.com
Anton Du Preez	J Connor Cons	Anton.dupreez@jccteam.com
Chris Kuiper	PEC	chrisk@pecpremier.com
Shawna Moser-Mese	EnCana Oil & Gas (USA)	Shawna.moser@encana.com
Rick Ingram	BP	Rickey.ingram1@bp.com
Jeffrey Burro	Marathon Oil Company	jrburro@marathonoil.com
Dustin Hoffpauir	Anadarko Petroleum	Dustin.hoffpauir@anadarko.com
Jeff Ostmeyer	Anadarko Petroleum	Jeff.ostmeyer@anadarko.com
Julie Polk	ISNetworld	jpolk@isnetworld.com
Joseph Hurt	IAPC	Joe.hurt@iadc.org
Lane Blanchard	Chevron Texaco	laneblanchard@chevron.com
Jack Amberg	Anadarko Petroleum	Jack.amberg@anadarko.com
Mana Roberts	BP	Mana.roberts@bp.com
Sharon Clarke	BP	Sharon.clarke@bp.com
Sally Head	National Safety Council	shead@nsc@ltchapter.org
Dwight Goldman	The E&S Group, Inc.	djgoldman@eandsgroup.com

Introductions – Rick Ingram

Brief history of Safeland & STEPS: Identified need in various regions throughout the U.S.; established safety networks.

Safeland – Basic contractor orientation

Safeland group is meeting about every 2 weeks until rollout on January 1, 2010.

Review & accept minutes from previous meeting: Rick moves to accept minutes, 2nd by Larry Jones. None opposed.

Action items from previous meeting:

1. Data Sharing

Safeland USA data sharing agreement being reviewed by IADC President, Joe Hurt and should be ready to sign by November 1.

Dustin Hoffpauir provided explanation of data sharing agreement.

PEC & ISNetworkworld needs assurance

Picture Id's for Safeland orientation will require a release.

2. Changes to Syllabus, will be addressed at next meeting after presentations by IADC and PEC.

3. Auditors - Proposed auditors will be asked to attend the November meeting; candidate interviews will continue throughout the interval before the meeting as previously scheduled...

Auditors Site Visit Checklist –

10/28/09 Dwight provided information about himself, background and qualifications. Dwight's role with Safeland may include the auditing & accreditation of trainers / providers, to include PEC and IADC among others.

Other auditors being considered are Mark Boben, formally with Conoco Phillips and also John Stark, also formally with Conoco Phillips.

10/28/09 Jeff Ostmeyer moves to accept the 3 auditors; motion 2nd by Roosevelt Smith. All concur.

ID Cards - Specifications need to be ironed out. Cards must have a Safeland logo, a photo with blue background, a barcode, and must be laminated or on imprinted plastic.

10/28 Action Item: Rick to discuss issue of trademark infringement with bp legal.

Accreditation:

Sally Head w/NSC interested in becoming a training provider.

All trainers / providers must meet accreditation process requirements.

Action: Pete Eustis to send Joe Hurt letter authorizing use of SafeGulf logo.

Review & Edit launch documents – team

10/28/09 Motion to accept changes to documents; motion to accept from Roosevelt Smith; 2nd Rick Ingram, all concur.

Review & Edit Syllabus

Adjourn – Next meetings on Thursday, November 19 @ Marathon; then Tuesday, December 1 @TBD (all day meeting)