

SafeGulf Advisory Group Meeting Minutes

MISSION STATEMENT

To assist industry in the development and monitoring of training and security minimum protocols for the Gulf of Mexico Oil and Gas operator and contractor community.

Date: March 12, 2014
Time: 9 AM – 1:00 PM
Place: PEC Safety Corporate Office
233 General Patton Avenue
Mandeville, Louisiana 70471

Host: **Pete Eustis | PEC Safety**
Minutes: Taken by Brenda Kelly

Attendees

Call Ins

- Scott Arnold – ExxonMobil
- Sarah Branch – OMSA

In Person

- Pete Eustis – PEC Safety
 - 985 264-6396
 - pete@pecsafety.com
- Terry Coslow – XOM
 - scott.e.arnold@exxonmobil.com
- Alexis Vitone – BP, SafeGulf Chairwoman
 - 973 270-4567
 - alexis.vitone@bp.com
- Rosa Frias – IADC
 - 713 600-1889
 - alma.roberts@iadc.org
- Jim Gunter –GCST
- Anne Manning – Chevron

Safety Moment | Alert

Not noted

Meeting Organization

Host will print agendas and provide meeting/location logistics to Chairperson. They will also be responsible for meeting minutes.

Review Antitrust Guidelines – All (9:20 am– 9:25am)

“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.”

Review of SG Program Status KPIs – Alexis Vitone (9:25am – 9:40am)

Operator SG Program Status Update – BP, ExxonMobil, Anadarko, and Others (9:40am – 10:00am)

- Operators must make distinction of Awareness level.
- Eric (COS) will review the Guidelines for training in the next meeting which may be used as a tool or resource.
- Training Organizations SG program status update.

SG Stats

- OMSA – 427 trained with 10 replacement cards issued
- PEC Safety – total cards issued to date (all providers): 293,577; approximately 200/day being issued
- IADC – approximately 500 cards issued this month; having issues with database so cannot generate report of actual numbers at this time

Operator Status

- Marathon & Chevron interested in (re- joining) SafeGulf Board. SafeGulf Chair is coordinating a meeting with additional operators to gain more participation.
- ExxonMobil – Scott wants to see SG reach California. Brenda indicated California has now accepted a drilling contractor’s Rig Pass card as alternate to California’s ‘Passport’. This might signal receptivity to SG as acceptable alternative. Alexis (s) pointed out that SG curriculum might require revision/addition of topics to meet California requirements.
- Chevron – No report; Ann’s first meeting today; wants to listen and learn.
- BP – Alexis indicated that some operators want SG to offer more training options, others do not want this. She indicated awareness that there are issues with contractors’ training not being recognized. This occurs when Contractor is SG accredited, delivering course that includes SG topics in more depth than is required by SG, but only reporting training as SG awareness course.
- Alexis has met with Shell and other operators in attempts to gain greater operator participation in SG.
- Operators will meet in upcoming months to review topics to be covered in SAFEGULF/RIGPASS program.
- Reviewed New Website – SafeGulfweb.com – Reach out letter will be published on the site.
 - If participant can’t be present at meetings, must nominate someone to be able to attend or call in!
 - Add COS Guidelines for industry on the website.

- Add Training Verification link for all accredited bodies.
- Add updated Syllabus (Will need to be prepared to review in next meeting)
- Update member listing with Name, Email and a short bio.

Discussion

- Center for Offshore Safety (COS) has developed guidelines for recognizing training.
- Operators training matrices – BP has TQ Matrix by role. Alexis would like to have SG publish operators’ matrices on SG website. She would also like to see operators compare training matrices in attempt to identify common core training requirements.
- Training objectives need to be tied to a time/number of student’s ratio. The course length should be tied to this ratio, and not be a fixed time to deliver course, regardless of number of students in class.
- Operators are not clear in what training is needed. SG operators want more training but have not yet defined what more is.

Website

- Alexis wants operator members’ logos on main page of website.
- Endorsement letters should be on website
- Remove OESC and Pipe Layers...(?) from Member listing
- Should have public and private sections of website
- Header tab ‘Syllabus’ should be changed and remove PEC SAFETY SG course syllabus from ‘Syllabus’ tab; it is not current, official SG syllabus
- Alexis would like to have operators contribute to financial support of SG website
- Chuck Simpson’s company could manage SG website for SG. Chuck will price the service and report to Alexis.
- Program Administration
- Scott Arnold is chairing Audit Committee
- A chair is needed for Accreditation Committee
- What are Operators Committee and Contractors Committee? They are actually Operator and Contractor Liaisons to the SG Board. Title needs to be changed
- Governance document needs to be revised is the number of operator members of the Board is to be expanded. Document currently identifies Board representatives by industry sector, not by company. This is based on number of members who will have voting authority.

Action Items

- Operators—identify training they are requiring of contractors.
- Gary—report on what training you hear contractors saying operators are requiring.
- Brenda—send SEMS training matrices to Alexis by next week.
- Brenda—review IADC representative and recommend official drilling contractor representative for SG Board.
- Operator members—identify an operator representative to chair the Accreditation Committee.
- Chuck—investigate the cost for his company’s maintenance of the SG website; report cost to Alexis.
- Alexis—schedule and hold an operator members meeting for SG Board members

- All attendees—send your notes from today’s meeting to Alexis for compiling into meeting minutes.

Sub-Committee Update

Asked to add Brenda or IADC to Curriculum Committee. Committee needs to finalize syllabus – Will be provided by next meeting.

New Business

Add a tab of “What’s New” per Participants. Will forward a short update on the new IADC (HUET) Helicopter Underwater Escape Training Program.