

SafeGulf Advisory Group Curriculum Committee

March 21, 2005

Present:

Jason Dugas – Danos & Curole
Garrel Rowell – Danos & Curole
Mark Trahan – Acadian Integrated Solutions
Reggie Lirette – Safety & Training Consultants
Larry Swindle – Global Training and Environmental
Pete Eustis – PEC
Sonny Hedges – Associated Safety Councils

Absent:

Ken Paris - OMSA
Scott Bell – Global Sante Fe (IADC)
Jimmy Leblanc - GNOIEC
Gene Barfield – Acadian Integrated Solutions
Thomas Browning – Danos & Curole
Bryan Aucoin – Occupational Safety Training, Inc.
Jarrard Boussard – Stolt Offshore
James Rigney – B. J. Tubular Services
Tim Elsen – ChevronTexaco
Gene Barfield – Acadian Integrated Solutions
Mike Brown – Epic Companies

Sonny Hedges called the meeting to order. Sonny discussed the ground rules for the meeting as follows:

We are here to review the SafeGulf syllabus and not here to discuss in detail PEC, ASC, OMSA, IADC, ADCI and others. Also general meeting rules were covered. (One speaks at a time, no side discussions and etc.)

The agenda was reviewed as shown in Attachment One.

Larry Swindle reviewed the emergency procedures for the meeting location. Larry also gave a brief review of the services that Global Training and Environmental offers at our meeting location.

Everyone present introduced himself and gave a brief summary of their responsibilities, and company.

The minutes from the meeting held on February 25, 2005 were reviewed and approved, by those in attendance, at that meeting. (Attachment Two)

The action items from the last meeting were reviewed and recorded as follows:

- There was a further discussion on the need for a Spanish version of the training material. It was determined that there is a need for a Spanish version. Sonny to get cost and follow-up with the SafeGulf Advisory Group (SGAG) to advise them of the need. There have been several requests for Spanish speaking classes. Texas needs was particularly noted by several committee members.
- The course test-out feature was discussed and resulted in the following actions:

1. Revise several test questions to make clearer;
2. Check and change the answers on three test questions;
3. Develop an additional test for test-out from the bank of 300 questions.

Sonny to follow-up on these actions items and distribute to the concern parties.

The committee discussed the date that was being printed on the cards. Sonny explained that the expiration date was being printed on the ASC cards because the date printed indicates the need to update the annual training that is required. The committee agreed to recommend printing the orientation completion date on the cards until the program is changed from orientation to training. Sonny to follow-up with SGAG at the next meeting.

Tim Elsen asked at the last meeting for each of the committee members to send their comments on short-term and long-term goals. The discussion was as follows:

Short-Term Goals:

The orientation program is ten hours long and, depending on class size, may last 12 hours. This limits the student retention and attention. All tests should be reviewed for ambiguity. Three tests should be developed and distributed to all training groups. Orientation material varies little and the provider adding test questions will cover small differences.

- The test questions will be reviewed for ambiguity. The 300 bank of questions allows for different tests to be developed.
- Add two slides on security
 - Tim – Bring two of CVX's slides
 - Sonny – Bring two of ASC/GNOIEC slides

Sonny to get with Tim and will add to slides to the program.

Long-Term Goals:

The group discussed moving to competency base training. This will however require more student days to complete the training. Once competency base training is complete then refresher courses need to be developed.

Presently the operators may accept only one organization program (PEC, ASC, OMSA, or IADC). It makes sense that since all organizations meet the SafeGulf syllabus that all operators should accept all the programs.

The committee realizes that the long-term goals will take some time and that the discussion on long-term goals should take place at each meeting in order to move forward.

Additional Comments in this area:

As we get toward compliance base training there should be a basic module for all and then have individual modules that cover the details for ICP contractors, IDAC, OMSA, ADCI and others as needed.

The committee is moving towards this model to help move the process forward. Sonny asked that each member present to discuss the model with others and be ready to brainstorm again at the next meeting.

Additional Action Items from last meeting:

- One training provider gives out three cards after teaching the program. His question is “Whose test do I give? Each organization has an audit protocol against its own set of questions.

Sonny will discuss with the SGAG Review Committee which has not met since the last Curriculum Committee meeting.

- What is the status of the effort to get ARSC downstream petrochemical training and SafeGulf to be reciprocal? Sonny is working on this and will report out progress at the next meeting.

Sonny is currently working this issue with the downstream committee and will give an update at the next meeting. The downstream committee has not met since the last Curriculum Committee meeting.

- What happens to the contractor’s training record when it appears in three databases? Sonny will take this issue to the SGAG and the IT Committee.

The IT Committee has not met since the last Curriculum Committee meeting.

There were no reports on the Z490.1 recognition for the orientation program.

There was no new business.

The critique of the meeting yielded the following comments:

Positive	Delta
Good discussions	Attendance of the Committee
Interaction, as we get comfortable with each member	Agenda before meeting
Specifics - nuts and bolts	
Training Issues	
Larry’s and Reggie’s inputs	
Facility	

The next meeting location has not been decided (Reggie is checking to have it at their facility in Lafayette) but the meeting will be on April 25, 2005. The meeting will begin at 9:00 a.m. and will last until 1:00 p.m. or later. Sonny will confirm location of meeting at least one week ahead.

The meeting adjourned at 11:30 a.m.