

SafeGulf Meeting Minutes from 12-14-04 Meeting

Meeting Attendees:

Ray Britt - BP Amoco
Tim Else - Chevron Texaco
Gary Lopiccio - Contractor Operator Steering Team
Milton Bell - ExxonMobil
Steve Lunglinais - Gulf Cost Safety and Training
John Auth - International Association of Drilling Contractors
Jim Shackelford - Shell
Guy Moore - ChevronTexaco IT Resource
Julie Polk - ISN
Joe Eastin - ISN
Mike Brown - ADCI

Not in Attendance

Ross Saxon - ADCI
Sonny Hedges - Associated Reciprocal Councils
Ken Wells - Offshore Marine Service Association

Tim Elsen reviewed the agenda
Tim Elsen reviewed the action Items list

Guy discussed the IT issues and criteria worksheet he developed.

Discussed the process he used to develop the IT selection criteria to use for selection of an IT contractor
The group asked some clarification questions on the ISN proposal
The group decided to send out the IT criteria to all the companies who submitted an IT proposal.
The team all agreed the value ranking scale used for selection process needed to be modified. (Change values on the System Uptime from 35% to 15%, Company/Applications from 5% to 10%, and Schedule from 5% to 10%.
Guy reviewed the IT criteria question answers from the IT selection criteria worksheet. The team discussed the required fields, decided to add Course, picture, and ID Number.
Ray brought up the issue of validation of card holders.
IT discussion will need 2.5 hours on the February Agenda

Ray Britt discussed possible bottlenecks in the implementation of the SafeGulf Process

Possible workload on Sonny Hedges and GNOIEC, the team discussed the need to unload Sonny by sharing responsibilities and working in the various committees.
Accreditation Process status and measures
Website Update in a more timely manner
Ownership and maintenance of SafeGulf Documentation (Should be managed operators, more manpower available)

Roles and Responsibilities Discussions

Decisions by team for 2005

Jim Shackelford will be Team Facilitator

Ray Britt will be an active team member of the Review committee

Purpose of the Review Committee "Ensure SG Audit Process Integrity and Stability"

Tim Elsen will be an active team member of the Curriculum Committee

Curriculum Committee Update - Mike Brown discussed (Sonny Hedges not present)

The committee reviewed the SafeGulf course and wanted feedback from the SGAG on moving the compliance topics of the syllabus to awareness and the SG course would be strictly an awareness level orientation.

A team consensus to remove the hands-on of swing rope from SafeGulf requirements

Team Consensus that a refresher course is not ready but the curriculum committee bring proposal or options to the SGAG by 7-05

Use of one course and one card but issue all 3 cards, the accountability is to each accrediting body

Other Topics from Agenda

PEC - Grandfathering of PEC members is no longer an issue.

ADC - No update after the divers meeting (Mike and Ross will meet and discuss the issue of who will be the SGAG representative.

OMSA Discussions going well Jim discussed the e-mail from Ken Wells on OMSA vs SafeGulf proposal and strategy.

Meeting schedule for 2005

Next meeting is February 15th at Diamond Offshore's Houston Office.

Times for meetings will be 9AM to 3PM

Beginning in March through 2005 the meetings will alternate between Houston, Lafayette, and New Orleans on the Second Thursday of each month.