



2019-2020 INTERNATIONAL COMMITTEE & COMMUNITY OF PRACTICE STRATEGIC PLAN

COMMITTEE/COP NAME: **IRWA INTERNATIONAL OIL & GAS PIPELINE COMMITTEE**

DATE: **August 19, 2019 Q1 Progress Update**

OVERVIEW *[Briefly describe your Committee/CoP to explain your group to others. Answers the question 'who are we?']*

The **IRWA International Oil & Gas Pipeline Committee** is composed of representatives of pipeline companies and consultants who provide services to the oil & gas pipeline industry. The current membership of the committee is 100, with many guests attending each meeting for the networking and educational benefits available at each committee meeting.

The committee meets 3 times per year at various locations across North America. The meetings are generally held on the third Thursday of September, January and April (there are variations from time to time due to conflicts with other events). At most of the meetings, a golf outing is held on the previous day for those that are interested.

Meeting dates for 2019 – 2020 are as follows:

September 19, 2019 – Hotel Park City – Park City Utah

January 30, 2020 – Innisbrook Resort – Innisbrook, Florida

April 16, 2020 – New Orleans, Louisiana – Location TBD

A sample meeting agenda for the meeting held in April 2019 is attached for your review.

Most presentations made to the committee have traditionally been distributed to the committee membership. In the future, they will be stored on the committee website for reference.

Meetings are arranged by committee members with oversight and direction from the committee leadership.

Leadership for 2019-2020 is as follows:

Brent Leftwich – Leftwich Management, Inc. - Chair

Bryan Young – Magellan Midstream Partners – Vice Chair

James Hines – Valero – Secretary

David Sinclair, SR/WA – Treasurer

It should be noted that the committee has adopted a set of guidelines for the operation and governance of the committee. These guidelines are reviewed and adjusted as needed by vote of the entire membership.



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VISION STATEMENT *[Describe what your Committee/CoP wants to achieve. Answers the question 'what are we working toward?']*

Purpose

To promote the highest ethical and professional standards of performance by individuals and organizations engaged in the oil & gas pipeline industry.

To monitor legislative and other developments in the oil & gas pipeline industry, and to inform its members regarding matters which may have an effect upon the acquisition and/or maintenance of oil & gas pipeline rights of way.

Commitments

The IRWA International Oil & Gas Pipeline Committee shall be committed to:

Promoting the highest ethical and professional standards of performance by its members and the organizations engaged in the oil & gas pipeline industry.

Informing its members in all matters which have an effect upon the acquisition and maintenance of rights of way for the oil & gas pipeline industry.

Monitoring legislative and other relevant developments in the oil & gas pipeline industry, so as to inform its members through regularly scheduled meetings, and/or other forms of communication.



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GOAL A *[Define the goal as an outcome-oriented statement. This may include attracting new members, developing a new product or service, etc.]*
Answers the question ‘what will we accomplish?’]

Continue to attract both industry participants and consultants to the membership of the committee.

STRATEGY A *[Describe what actions will be taken to achieve the goal. Include the deadline by which the action will be complete and what support or resources are required. Answers the question ‘what steps are we going to take to achieve our goal?’]*

Q1 Progress Update: Sent out 927 invitations to IRWA members who were identified as working for pipeline companies. To date have had approximately 6 individuals inquire about committee membership and who plan on joining the committee at either the September meeting or January meeting.

We would like to have access to the membership roster of the IRWA to identify pipeline industry IRWA members who are not currently members of the Pipeline Committee in order to invite them to one of our meetings and encourage their participation.

GOAL B

Provide relevant, timely and valuable presentations to the committee at each meeting.



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STRATEGY B

We plan to send out a survey within the next few weeks to committee members to ask them for their input regarding speakers they would like to hear for this year. (The committee has achieved this goal and strategy for many years with input from our membership. We bring in speakers from outside the committee as well as tapping the vast expertise available from committee members.)

Q1 Progress Update: A Survey Monkey survey with 9 key questions was sent out to the Committee membership on 7/10/2019. To date, we have received responses from 58 of 100 members. A reminder email was sent out last week to make sure that all members saw the survey and have an opportunity to answer it prior to our September meeting. Responses indicate the kind of speakers and topics members would like to see at our meetings along with the other activities that take place at each meeting. The agendas for the upcoming meetings are being geared toward the types of presentations and activities that are desired by the membership.

GOAL C

Begin to fully utilize our newly created committee website to share and collect relevant information regarding committee activities and begin using our new Constant Contact database to simplify registering for meetings and other committee activities.

Q1 Progress Update: The Constant Contact method of contacting Committee Membership for registration for the committee meetings is up and running. This feature will help us to better plan for each meeting regarding meeting rooms needed, rooms for accommodations and meals. The committee website is also up and running and being used for meeting info and will be used as a repository for meeting minutes, presentations, etc.



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STRATEGY C

Provide clear and helpful instructions and training to our members to allow them to fully utilize the technology that has been and is being implemented this year.