



**Pipeline Abandonment Steering Committee – Summary Meeting Minutes**

**July 24, 2015**

1.0 Welcome and Introductions

2.0 Review, Upgrade, and Approval of Agenda

*Moved by Roy Graves and seconded by Saleh Hosseini to approve the July 24, 2015 Agenda as is. Carried.*

3.0 Safety Discussion – Presented by Dave Hoffman

4.0 Business arising from May 29, 2015 Meeting

- Review of Action Items
- Approval of May 29, 2015 Meeting Minutes

*Moved by Greg Hill and seconded by Roy Graves to approve the May 29, 2015 meeting minutes as presented. Carried.*

5.0 Review of Terms of Reference

- PTAC to update the use of the terms “member” and “representative” in the Terms of Reference.
- Clarification about how a new member (company) would join the committee if another member company left.

6.0 Report Approval “Fate and Decomposition of Pipe Coating Materials in Abandoned Pipelines”

- Feedback provided for a final update of the report.

7.0 RFP 004/005 Updates

- Feedback provided for updating the report.

8.0 Discussion Re: Additional study topics

- Discussion on the project list will be held over to the September 25, 2015 meeting.

9.0 Any Other Business

- Did not discuss any other business.

10.0 Next Committee Meeting – September 25, 2015 (9:00 AM – 11:00 AM)

11.0 Adjourned