

Attendance:

Present

Craig Hawkins	BP
Zemfira Huseynli	Genesis Oil and Gas
Mike Scurlock	Project Consulting Services, Inc.
Anjali Bhangay	Wood Group Kenny
John Linehan	Wood Group Kenny
Christa Freeman	PODS Association

Meeting Called to Order

This meeting was called to order on May 21st at 8:00 AM Central, by Craig Hawkins.

Meeting notes and actions

- ✓ Minutes of May 13th, 2015 meeting were approved
- ✓ Reviewed action items from last meeting (May 13th, 2015)
- ✓ Discussed updates on PODS Enhancement spreadsheet
 - Zemfira stated that she and John had updated the missing datatypes
 - Linehan gave overview of updates made to PODS enhancement spreadsheet
 - Made changes to the Wellhead Assembly
 - Reviewed the Weld table and determined it should be a new Offshore table similar to the PIPE_JOIN table already existing in PODS
 - Added POI_SURVEY_EVENT_ID to SURVY_KEY_SHEET table
 - Changed the name UMBILICAL_TUBE to UMBILICAL_ELEMENT and added DESIGN_VOLTAGE and DESIGN_FO_WAVE.

Action Items from Meetings

No.	Person Responsible	Description
1	Christa	<ul style="list-style-type: none"> • Schedule meeting for Thursday, May 21st at 10:00 AM for 1hours • Create meeting minutes • Create agenda for next meeting
2	John	<ul style="list-style-type: none"> • Modify PODS Enhancement spreadsheet to modify the Table Walkthrough to include the 1-1, 0-m, 1-m relationship • Co-ordinate with Zemfira on field and data types

No.	Person Responsible	Description
3	Zemfira	<ul style="list-style-type: none"> • Add definitions from BP Gold
4	Craig	<ul style="list-style-type: none"> • Update SURVEY table
5	Team	<ul style="list-style-type: none"> • Review PODS offshore Enhancement spreadsheet and provide input by COB June 9th • Review Data dictionary and provide input

Next Meeting

June 11th at 10 AM CST (1 Hour)