

Chevron UK Pensioners' Association.

Minutes of the Committee Meeting held on Wednesday 8th February 2012, 11:30 hrs The Medical Society of London, 11 Chandos Street, London W1.

<u>Item</u>	<u>Issue for Consideration</u>	<u>Purpose</u>	<u>Leader</u>	<u>Discussion</u>	<u>Action</u>
1	Welcome, apologies for absence -	List for meeting minutes	DAH	Apologies from John Charnock and Trevor Jones	
2	Minutes of last meeting - Thursday, 14 July 2011	Approval - receive any comments/ amendments - Chairman to sign off	DL/DAH	Approved.	
3	Matters arising from previous minutes All outstanding issues will be dealt with during this meeting unless anyone has anything additional to bring up at this time	Discuss/clarify/resolve	DAH	Ongoing	
4	Treasurer's Report a) Update on Financial situation b) Update on Membership c) Update on costs - Newsletters, Meetings, Expenses etc d) Any other cost/expense items anticipated or requiring further review in 2012?	Update to Committee	DMP	Report ,year to date 04/02/2012 Income £3,049: Expenditure £2,196: Balance £10,233 Finances are stable Total membership 1035, an increase of 7 New internal audit procedure is being developed. May need to purchase additional hardware	DMP/NTJ
5	Chevron Issues: A) Report on meeting with Chevron in Aberdeen: i) 5 October 2011 at Chevron House, with President/MD Chevron Upstream Europe, Brenda Dulaney ii) Discuss any issues from this meeting? iii) Follow-up actions from this meeting	Update to committee - questions? Discussion Discussion	DAH/All DAH/All All	Also present was new HR person Patrick Harper. DAH attended presenting the 'who we are', 'what we do' and 'current issues'. He reported being well recieved but was concious that there appeared to be no historic continuity. It was very much a case of starting all over with the new team. The pension fund is now sponsored directly from the USA but another door is open for important issues when needed.	DAH
	B) Letters to Chevron?: i) Letter to Chevron - January 2012 ii) Follow-up meetings with Ms T Shawstad	Update Committee on letter/reply Advise Committee	DAH DAH	DAH has recieved an acknowledgement and invitation to a meeting mid March.	DAH

	from this letter				
	iii) Date for next regular meeting with Chevron -	Try and arrange sooner, as senior staff have changed	DAH/All	Meeing arranged for Thursday 10th May. Main contact is Ashley Sanders, who now reports variously to Harriet Wu, Linda Byrne, Claudia Polidori and Taryn Shawstad.	
	iii) Attendees for next Chevron meeting?	Worked well with DMP/DAL/DAH Decide who might be available/when?	All	DMP/DAL/DAH to attend	
	iv) Develop agenda for this meeting	Committee to discuss	DAH/All	Ongoing supplementation issues but will also seek clarification on the new Chevron team roles and the sponsorship situation. A new medical records test case has arisen. Any update on competitor pension awards would be useful	DAH/All
	C) Welfare Programme:	All to review and discuss			
	i) Attendance at LCP meetings this Spring?	Any new issues to report/discuss?	All		
	ii) How many LCP's do we now have?		All		
6	Forward Plan - Association	Discuss proposals	DAH/All		
	A) Connecting with present employees: (Strategy item 3)				
	i) Status of current 'Questions' sheet?	Anything needed on this?	JC/All	Poster for Valero employees is in final preparation.	JC
	B) Association Strategy: (strategy items)			All items ongoing	
	4. Communication with AON	Brief review of progress/update	DMP/NTJ		
	5. Institutional Knowledge	Brief review of progress	CM/DMP		
	6. List of achievements/frustrations	Brief review of progress	CM/DMP		
	7. Record/benchmark progress	Brief review of progress	CM/DMP		
	8. Talk to somebody else - oil companies	Brief review of progress	DMP/NTJ		
	9. Learn from other Associations	Brief review of progress	DMP/NTJ		
	10. Pension education for new Managers	Brief review of progress	DAH/JC		
	11. Liaise with very elderly pensioners on hardship issues	Brief review of progress	SR/DMP/ RM/NTJ		
	12. Continued Data Protection Issues	Brief review of progress	DAH		
	13. Updated list of Company contacts	Brief review of progress	All	see appendix	
	C) Association Committee 2012				
	i) Identify committee members standing	Those standing down, willing to	DAL/All	Dick Marland , Insight Editor, due to retire is willing to restand.	RJM

down at end of 3 year term	restand?			
iii) Identify any new Committee members for future - to approach for election 2012 or co-opt later?	Any names to hand?	All		
iv) Currently 9 people on committee - are we comfortable with this number for season 2011/2012?	All in agreement?	All		
v) Any other committee items?	Any other ideas, thoughts?		Some discussion on succession planning	DAH
D) Skype Meetings:				
i) Review trial of Skype for future meetings?	Is this still a real practical solution?	DMP/All		
ii) Further trials needed before trying again?	Can we do this? Worth it?			
iii) Are we agreed to give this another try?	Committee opinion?	All	Agreed to do a further trial, probably sound only, in May	All
vi) Any other Skype type issues to discuss?	Anything to consider?	All	after the Company Meeting. Need to refine meeting protocol.	
E) CUKPA AGM 2012:				
i) Date and venue for AGM 2012?	London or return to Croydon?	DAH/All		
ii) Timing of AGM?	Depends on which lunch?	DMP/DL/All	Agreed Croydon Park for best cost/convenience. (Date now confirmed Thursday 20th September.)	DMP
iii) Consider any cost implications for AGM? (Review costs from 2011 AGM)	Room costs in hotel etc?	DMP/DL/All	Ashley Sanders/ Linda Byrne to be invited	
iv) AGM Paperwork for inclusion in next edition of Newsletter or Autumn issue?	Secretary/Editor to handle	DL/DM	Autumn Issue	DL/RM
v) Any other preliminary AGM issues?	Anything else to think about now?	All		
F) Audit of Association Accounts:				
i) Update on recent Audit by NTJ	Committee to receive update	NTJ/DMP	Ongoing	NTJ/DMP
G) Surplus funding:				
i) Continue to consider surplus funding as raised at AGM 2009?	Discussion/decision	DAH/All	Agreed current financial situation is stable. Funds surplus provides a satisfactory initial contingency against any significant future expenditure.	DMP
ii) Any further software required from above Audit?	Discussion	DMP/All		
iii) Anything further for handovers, disaster planning etc?	Discussion	DMP/All		
iv) Seek/develop any ideas for this?	How/who/when/how much?	DMP/All		
H) Survey Results:				
i) Report back on Survey Results to date	Final results?	DMP DMP	Use as basis for Insight article	DMP/RM
I) Medical Issues:				
i) Update for Committee on Medical records example	Subject from several Company meetings	DAH	On agenda for company meeting	DAH
J) Letters from members:				
i) Continued correspondence from Ian Davies	Update from Committee	DAH	Ongoing	

7	Association Spring 2012 Newsletter -				
	i) Any feedback from last issue?	Any letters to the Editor?	DM/All		
	ii) Actual date of next issue, with developed back-dated deadlines	Develop deadlines/dates	DM	Deadline mid March for Spring edition.	All
	iii) Articles to include in next issue?	Everyone to contribute?	DM/All		
	iv) Anything else to discuss?			Use of Insight to request competitor pension info from members	RM
8	Association/Company Websites:		DMP/All		
	i) Progress report on Company's new website for pensioners?	DMP to report back	DMP		
	ii) Questions from committee?		DMP/All		
	iii) Update on Association website development	Update for Committee on progress?	DMP	May need to purchase a website software upgrade.	DMP
	iv) Any other website issues?	Questions from Committee?	All	Request for additional website editors	All
9	Other Pensions Issues -				
	i) Any other pensions issues that we may wish to raise and discuss	Any other issues for discussion?	All	Keep looking for opportunity to liase with other associations	All
10	Any other business?	Raise any additional issues	All		
	i) Equitable Life - anything to report?	Raised by members at Aberdeen lunch	DAH	Nothing to report. Some recent press comment on roll out of government compensation.	
11	Next Committee Meeting?				
	Date - time - location?	Next meeting - July 2012?	All	Room booked Wednesday 4th July. (Olympics start 27th)	
		Physical meeting in summer?	All	Review if travel looks problematic	
		Skype meeting in Winter?			
		Any thoughts?	All		
12	Close of meeting - hopefully on time!			Meeting closed at 15:00 hrs	

Appendix- Updated list of Company contacts

John Watson, Chairman of the Board
 Jay Prior, VP Corporate Business Development
 Ali Moshiri, President, XXX
 Joe W Layman, VP HR
 Charles A Taylor, VP HES
 John W MacDonald, VP, Chief Technology Officer
 Michael K Wirth, Exec VP, Global Downstream
 Rhonda I Zygochi, VP, Policy, Government and Public Affairs

Taryn Shawstad
Jos Van Der Velden
Claudia Polidori
Linda Byrne
Harriet Wu
Ashley Sanders
Brenda Dulaney

Useful notes:

Although still part of the Africa/Pakistan Business Unit, management now from San Ramon

Mr Jos Van Der Velden who reports to San Ramon, now inb Calgary,a Pensions Advisor/Consultant

Aberdeen – now Ms Brenda Dulaney

Angola – now Rick Cohagan, promoted from Aberdeen

Milford Haven – now Greg Hangii

Brian Worrell, UK Coordination Committee

Rowan Bailey - Legal

Richard Brown – Head of Finance, Chairman of Pension Plan Trustees

Ms Taryn Shawstad, with whom we dealt for some years in Aberdeen, is now General Manager HR Total remuneration for COPI in San Ramon

dal/16/02/2012