



Intervention & Coiled Tubing Association

ICoTA Board of Directors Meeting

Thursday, 21 September 2023 @ 9:30am CST

GoToMeeting - Virtual

Meeting Minutes

- 1) **Determination of Quorum & Call to Order** (L. Mezzano)
- 2) **Approval of Minutes as Submitted** (L. Mezzano)
- 3) **2023 SPE/ICoTA Well Intervention Conference** (L. Blount)
 - a) Abstracts 202 received (137 received for the 2023 conference). 40% were from Operators.
 - b) 4 subcommittees have been established.
 - i) Operator activities: Operator Showcase & Operator Breakfast
Very similar set up to previous years
 - ii) Session Chairs, Rules & Responsibilities
High level responsibilities for what it means to be a session chair, abstract/paper review process and conference roles. A document has been drafted and will be shared at the next technical committee meeting in October.
 - iii) Tech Bytes
This is a well-received feature of the EU conference. The committee is looking into the logistics of including it in the global conference without compromising the current agenda.
 - iv) Program Brochure
Feedback is that the digital program is not as easy to use as a printed version. The team is looking at different cost effective ways for improvement.
 - c) Calendar Highlights / Deadlines
 - i) 9/29 - committee ratings are due.
 - ii) Looking at options to accommodate additional podium positions.
 - iii) Oct 6 – committee selection date
 - iv) Oct 9 – SPE will finalize the program
 - d) Keynote Speaker: Abshar Nor, VP Interventions, Petronas
 - e) Plenary Operator Breakfast: have 2 operators confirmed to participate

Action: Please send (to Lucy and Matt) suggestions of Operators that may be interested in participating in the showcase and/or breakfast.

- 4) **Chapter Reports***
 - a) **European – B. Larkins**
 - i) Membership currently at 405 and will increase as we approach conference in November. Significant growth in YP (60 currently).
 - (1) Champions / Patrons: all have renewed for 2023 and sold out with a few on the 'wait list'.
 - (2) Continuing to support the YPs. They will be hosting technical and social events for 2024 as well as board participation.

ii) Events

- (1) Norway / Stavanger: held a very successful seminar in June and have rebooked for June 19-20 2024. Will make some changes based on feedback. Max Sorenson BP (Norway) will work with the Norway committee on various events.
- (2) Lunch & Learns: Had 80+ attendees in August with the next one scheduled for October.
- (3) Golf: held 3 very successful events and was able to support a local charity.
- (4) Annual Dinner: Another very successful sold out event was held in June and we have rebooked for 2024.
- (5) Well Intervention Conference: Nov 15-16
 - (a) Shaping up to be a great event. Exhibitor space is almost sold out.
 - (b) Operator pavilion will be sponsored by Aramco with 11 operators committed to participate in the pavilion.

iii) Social Media: LinkedIn doing well with 4.5k followers

iv) ITA: With only 8 entries received, the submissions deadline was extended to 9/29

v) Chapter Board & Committees

- (1) We currently have 35 committee members and 8 board members participating in various subcommittees that focus on chapter events. We are now looking into creating a DE&I subcommittee as requested by an Operator. Will be seeking guidance and support from the ICoTA Global board moving forward.
- (2) After many years of service, Alan Turner has stepped down from the EU board but will continue his role on the Global board.

b) Canadian – S. Sherman

- i) Roundtable is scheduled for Nov 9th at the Petroleum Club
 - (1) 14 presentations (2 of which will be remote) are confirmed. For the first time in a while, we had an uptick in submissions in both quality and interest.
 - (2) Keynote speaker has been confirmed.
 - (3) East coast members will have the ability to join remotely.
- ii) Fall mixer is scheduled for October 5th and will be free for members, \$15 for guests.

c) USA – J. Ivie

- i) AGM was held September 12th and the new board was introduced. Guest speaker was David Batt of Kimberlite where he discussed the intervention market (US and Worldwide). A free global webinar will be held in October.
 - ii) Chapter Goals – 2024
 - (1) Strengthen the Lunch & Learn program with relevant content, increase operator involvement and hold luncheons in other areas (Midland, etc).
 - (2) Midland Sub-Chapter – continue working on establishing a Midland sub-chapter with technical luncheons and social events. We are currently looking for someone local to step into the leadership role.
 - (3) Continue holding social / networking events throughout the year; Sporting Clays / Golf tournaments and quarterly happy hour events in Houston (and Midland).
 - (4) Increase membership through various networking events.
 - iii) Events
 - (1) 2023 Golf tournament is scheduled for October 6th at Blackhorse. The tournament is sold out with 36 teams and many sponsorships. Looking to make a significant profit.
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- (2) Lunch & Learns will continue throughout 2023.
- (3) 2024 Clays tournament is scheduled for May 3, 2024
- (4) Planning to hold happy hour events in Houston during the 2nd, 3rd and 4th quarters. Once the committee is reestablished, networking events will be scheduled for Midland as well. Will push for more operator involvement on both fronts.
- (5) Finances are healthy and we are averaging 300 members annually.
- d) **Latin America – M. DiVincenzo**
No report
- e) **MENA – C. Kuijken**
 - i) Successfully established an extended board consisting of both Operators and Service companies that will promote ICoTA in their respective countries. We have a Well Intervention expert and are looking to add an expert in digital robotics.
 - ii) 6 webinars (with a wide spectrum of topics) have been held this year and have been well attended with 40-80 in attendance. Will continue throughout 2023 and into 2024.
 - iii) Preparations for the SPE/ICoTA MENA Workshop “Navigating the Future of Well Intervention” are underway. The workshop is scheduled for May 21-22, 2024 in Abu Dhabi. Currently have 8 sessions (2 of which are dedicated to digital technologies and reducing CO2 emissions). 2 sponsorships have been confirmed. Most board members are involved as co-chairs and/or the technical committee.
- 5) **Treasurers Report (P. Carragher)**
No report.
- 6) **Executive Board / Bylaw Review (L. Mezzano)** – the bylaws have been updated as per the last board meeting.
- 7) **AOB**
 - a) **China Chapter Update**
 - i) The attached letter was sent to Mr. Zhiyong in response to the requirements for re-establishing the China Chapter. We will wait for their reply and report back.
 - b) **Board Members**
 - i) New board member Sascha Trummer of Expro, new representatives Gbenga Onadeko of Welltec and Mahmoud Eid of Halliburton are welcomed to the board directors.
- 8) **Next Meeting – November 16th (P&J Live, Aberdeen / Virtual)**
- 9) **Meeting is adjourned by Lucas.**

| Director Board Members | |
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| Baker Hughes – Stuart Murchie (EB) | Non-Executive - Ken Newman |
| Baker Hughes - Tim Ramsey | Non-Executive - Alan Turner (EB) |
| BISN – Paul Carragher (Treasurer, EB) | Non-Executive – Andrew Patterson |
| Chapter: Canada - Scott Sherman | Non-Executive – David Larimore |
| Chapter: Europe – Bronson Larkins | NOV CTES - Ed Smalley |
| Chapter: LatAm – Miguel Di Vincenzo | NOV Texas Oil Tools - Steve Deshotels |
| Chapter: MENA - Chris Kuijken | Oceaneering International – Alex Crabtree |
| Chapter: USA – Josh Ivie | Premier Coil Solutions – Brett Witte |
| Cudd Energy Services - Chris Schneider (Jr. Chair, EB) | Schlumberger - Pierre Ramondenc |
| Equinor AS - Alastair Buchanan | Schlumberger Wireline – Matt Billingham |
| Expro – Sascha Trummer | Spooltech, Inc. – Clint Derrick |
| FET – Alan Zamorano | Supreme Services - Zeke Peak |
| FET – Global Tubing – John Smith | Tenaris Coiled Tubes - Lucas Mezzano (Sr Chair, EB) |
| Halliburton WL - Mahmoud Eid | Weatherford - Bob Murphy |
| IPI – Gordon Mackenzie | Welltec – Gbenga Onadeko |
| | *EB – Executive Board |

| Chapter Delegates: Executive Board of Directors | |
|---|---|
| Canadian Chapter – Arun Joseph | MENA Chapter - TBD |
| USA Chapter – Joel Johns | LatAm Chapter - TBD |
| European Chapter – Steve Moir | |
| 2024 WI Conference Program Chairs | |
| BP – Lucy Blount, Sr. Chair | SLB – Matt Billingham, Jr. Chair |



September 11, 2023

Mr. Li Zhiyong
President
Yantai Jereh Oilfield Services Group

RE: ICoTA China Chapter

Dear Mr. Zhiyong,

Thank you for your interest and commitment to re-establish in due form the China Chapter of the Intervention and Coiled Tubing Association (ICoTA), we appreciate the effort you and your team is doing to get this accomplished.


Following the communication exchange from Mr. Stuart Murchie, Senior Chair for ICoTA Global at that time, dated 24 September 2021, which was answered by you on 17 July 2023, there has been extensive discussion about the future of the China Chapter in our Board meeting of 18 July 2023.

Based on guidance from the Board, the following steps would be needed to re-establish the China Chapter:

1. Please review the requirements on how to form a Chapter as stated in <https://icota.com/chapters/form-a-chapter>
2. Please provide formal documentation of the following step upon completion: *Submit the proposed by-laws, the names and addresses of the temporary Regional Chapter officers, and a formal petition signed by at least ten (10) ICoTA members from the proposed chapter to the Association Secretary/Administrator.*
3. As you can see in the webpages of our other international chapters, the number of directors is usually a minimum of eight, but we could consider a number of five, all from different companies.
4. It would be advisable to include a director from a company that is a member of the ICoTA Global Board of Directors, in this way it would be easier to ensure alignment on how ICoTA operates in other parts of the world.
5. While Jason Energy is under injunction to operate in the United States of America (USA) it would be advisable that they have no representation in the ICoTA China Chapter Board of Directors.

Please, rest assured of our support to get the China Chapter re-established, if any clarification is needed, please do not hesitate to contact us.

Yours sincerely,



Lucas Mezzano
ICoTA Global Senior Chair

Cc: Mr. Chris Schneider – ICoTA Global Junior Chair / Ms. Allison Babin – ICoTA Global Administrator

ICoTA Intervention & Coiled Tubing Association

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