

# Enhanced Oil Recovery Commission



## Enhanced Oil Recovery Commission

### MINUTES

September, 2017 – 1:00 PM

Big Horn Conference Room, Wyoming Technology Business Center  
Casper, Wyoming

#### **Commission Members Present:**

Tom Fitzsimmons, Chairman  
Aaron Otteman, Vice Chairman (via Telephone)  
Senator Eli Bebout (via Telephone)  
Dave True, University of Wyoming Trustee  
Jimmy Goolsby  
Ron Baugh

#### **Commission Members Excused:**

Tom Drean, State Geologist  
Matthew Fry, Representing Governor Matthew Mead

#### **Commission Staff Present:**

Eric Easton, Senior Assistant Attorney General  
Michael Armstrong, Attorney General's Office

#### **Enhanced Oil Recovery Institute Staff Present:**

Steve Carpenter, Director  
Rob Hurless, Deputy Director  
Charity Owens, Accounting Associate, Senior  
Chana Conley, Office Assistant, Senior

#### **School of Energy Resources Staff Present:**

Mark Northam (via Telephone)

#### **Guests Present:**

Erin Campbell, Wyoming State Geological Survey (State Geologist appointee)  
Lon Whitman, EORI

### **I. Call to Order**

Chairman Fitzsimmons called the meeting to order at 12:59 AM. Roll call was taken and a quorum was established.

**\*\* Senator Eli Bebout entered the meeting at 1:03 PM. \*\***

Director Carpenter introduced Lon Whitman to the Enhanced Oil Recovery Commission (EORC). Mr. Whitman was engaged on a contract basis to assist with outreach efforts of the Enhanced Oil Recovery Institute (EORI) and to advance relationships with operators.

**\*\* Lon Whitman left the meeting at 1:04 PM. \*\***

## **II. Approval of Minutes**

**Motion:** Senator Eli moved to approve the minutes from January 9, 2017 Enhanced Oil Recovery Commission (EORC) meeting as published. Commissioner True seconded. **Motion passed unanimously.**

**Motion:** Senator Eli moved to approve the minutes from April 12, 2017 Enhanced Oil Recovery Commission (EORC) meeting as published. Commissioner True seconded. Vice Chairman Aaron Otteman requested further discussion. **Motion failed pending review.**

**Action Item:** EORI and EORC Staff will review recordings of the April 12, 2017 meeting and determine if a quorum was present.

Vice Chairman Otteman stated he would abstain from voting on approving minutes for meetings where he was not present.

## **III. Financial Report**

Deputy Director Hurless presented the spending report for EORI through the July Fiscal Year Reconciliation. Mr. Hurless noted only one month of the 2017-2018 fiscal year was reported. Senator Bebout inquired about any funds from 2016-2017 remaining. Mr. Hurless stated there was some carryover, but the fiscal year ended with close to full budget being spent.

Meetings with Governor's Office would start the following week for determining the next biennium budget. At that time, EORI would be notified of any further reductions to the upcoming biennium budget. Deputy Director Hurless stated EORI operates on a block budget and the EORC has decisions on how to separate the budget into subcategories once allocated.

Commissioner True noted the starting budget and the standard budget for the previous year did not perfectly match. Mr. Hurless responded there had been several small cuts to the budget including adjustments for the rise of insurance. All cuts were ordered from the State of Wyoming and had to be accounted for during the fiscal year.

Senator Bebout noted that EORI had made tough decisions regarding deductions. Senator Bebout suggested that EORI present those reductions to the Governor during the future budget meetings. Director Carpenter stated that information was already being compiled as part of the 2017 Annual Report.

Vice Chairman Otteman inquired if there was a plan in place in anticipation of possible budget cuts. Deputy Director Hurlless stated there was some flexibility in subcategories within the technical and outreach budget. Money could be reallocated as needed to cover possible budget reduction scenarios. Funds for salaries would be protected if possible. Any reductions would come to projects and outreach efforts before existing staff would be considered.

#### **IV. Reports and Updates**

Chairman Fitzsimmons introduced Ms. Erin Campbell to the EORC. Ms. Campbell was appointed State Geologist following the retirement of Tom Drean, to begin in November of 2017.

Director Carpenter reviewed EORI staffing. One position for a petroleum engineer was actively being solicited. Future hiring plans included a geographic information system (GIS) data group librarian.

Director Carpenter reviewed current EORI projects. A proposed project would require asking for project proposals from various operators willing to do chemical tracer tests on wells. EORI would provide some funding to successful proposals in exchange for the data collected during the testing.

Chairman Fitzsimmons proposed the Wyoming Oil and Gas Conservation Commission (WOGCC) work with EORI staff on the proposed pipeline project. EORI could help communicate with smaller operators who have fields that are good candidates for CO<sub>2</sub>. There could also be exploration in ways to utilize bonding authority to build infrastructure.

Upcoming Department of Energy (DoE) grants were discussed and Director Carpenter informed the EORC that EORI had applied for two grants. Chairman Fitzsimmons inquired as to how the relationship with UW impacted grant opportunities. Director Carpenter stated the relationship was very important. Some grants were only open to academic institutions and UW has a very good reputation in the oil and gas arena.

Director Carpenter presented a proposal for an outcrop core project. The purpose of the project would be to run new log suites to replace older data with less resolution. New technologies would also allow the scans to be run in much higher resolution. Commissioner Otteman stated a first step would be to identify specific formations for drilling. He also advised that the core repository in Denver be checked for any core that already existed, but had not fully been tested. Chairman Fitzsimmons requested a more complete proposal and scope be compiled and presented at a future EORC Meeting.

**Action Item:** EORI staff will compile a detailed scope and proposal for an outcrop core project and present to the EORC during the next EORC special meeting. Commissioners Otteman and Baugh will review the proposal along with Ms. Campbell prior to the next full meeting.

## V. New Business

**\*\* Commissioner Goolsby entered the meeting at 2:55 PM. \*\***

## VI. Executive Session

**Motion:** Commissioner Baugh moved to enter into executive session for the purpose of discussing human resource issues. Commissioner True seconded. **Motion passed unanimously.**

**\*\*Meeting adjourned into executive session at 2:56 PM\*\***

**\*\*Meeting reconvened into regular session at 3:55 PM\*\***

**\*\* School of Energy Resources Director Northam entered the meeting via telephone during executive session. \*\***

## VII. Commission Open Discussion

Chairman Fitzsimmons informed the Commission progress regarding revising the Memorandum of Understanding (MOU) between the EORC and The University of Wyoming (UW) was progressing. Until the revisions were agreed on by both sides and signed, EORI would continue to operate under the current MOU drafted a few years prior. School of Energy Resources (SER) Director Northam stated that part of the revisions were included to designate new employee titles for the technical staff of EORI and SER whose positions were not academic in nature.

The Commission was asked to consider bringing forth a motion to relocate all remaining EORI staff to the Casper, Wyoming offices. Director Carpenter noted that currently four assets remain in Laramie, Wyoming, mainly working with databases and the Wyoming Reservoir Information Tool (WyRIT) web application. EORI was undergoing a pivot to managing large amounts of data and establishing an internal database server. Work to build the databases, as well as developing protocols for managing data need to be developed. The relocated Laramie assets would become a new data team in charge of building and maintaining the new systems. If the Laramie assets chose not to relocate, a new data team would be built. Commissioner Baugh inquired how hiring new staff for the data team would impact the budget. Director Carpenter stated there was room in the budget for some overlap of new employees with old to ensure training could be completed prior to the separation of the Laramie assets.

Ms. Campbell asked about the future of WyRIT and how the new database would fit with the existing WyRIT system. Director Carpenter responded that WyRIT was the repository for public data and would still be available for public use online. The new database was for internal EORI use and would include public, commercial, and donated data. Any work completed by EORI would be released for public use, however data used to complete the work was often restricted from full release. Senior Assistant Attorney General Easton confirmed that all EORI output has to be public source, however the input would vary depending on the source and restrictions of that data.

Commissioner True asked if there were any complications regarding the statutes establishing EORC and EORI which could prevent the full relocation from Laramie to Casper. Commissioner True also expressed some concerns with straining the operating budget by hiring new employees while still employing the current staff.

**Motion:** Commissioner Baugh moved to proceed with movement of staff from Laramie to Casper in an orderly manner by June 30, 2018. Commissioner Goolsby seconded the motion. Senator Bebout called for an amendment to the motion until questions regarding budget and statutes could be resolved. **Motion tabled until budget and statute concerns can be addressed. Motion to table passed unanimously.**

Chairman Fitzsimmons announced his resignation from both the EORC and the Wyoming Oil and Gas Conservation Commission (WOGCC).

### VIII. New Action Items

**Action Item:** EORI and EORC Staff will review recordings of the April 12, 2017 meeting and determine if a quorum was present.

**Action Item:** EORI staff will compile a detailed scope and proposal for an outcrop core project and present to the EORC during the next EORC business or special meeting.

**Action Item:** EORC staff will work with Director Northam to ensure relocation of EORI staff complies with all relative statutes.

**Action Item:** EORI staff will create a budget report showing how the hiring of new staff for data related positions would impact the available spending.

### IX. Future Meeting Dates

A special meeting will be scheduled as needed to resolve the tabled motions regarding April Minutes and the staff relocation to Casper. The next regular EORC business meeting will take place in December, 2017.

### X. Adjourn

**\*\*Meeting adjourned at 4:59 PM\*\***



Aaron Otteman, Vice Chairman (Signing for Tom Fitzsimmons, Chairman)

Enhanced Oil Recovery Commission  
September 11, 2017, Casper, Wyoming