Minutes of Meeting  
American Petroleum Institute  
SUBCOMMITTEE ON FIBERGLASS & PLASTIC TUBULARS (SC15)  
TASK GROUP ON FIBERGLASS LINE PIPE AND TUBULARS (TG1)  
18 November 2015  
Norris Conference Center, Live Oak Room  
Houston TX

1. WELCOME/INTRODUCTIONS

Ben Coco, API staff, welcomed the attendees to the meeting. The attendees introduced themselves and were requested to sign the record of meeting attendance. (Attachment 1)

2. REVIEW OF AGENDA

The meeting agenda was discussed and included:

- review of SC15 organization  
- review of MyCommittees website  
- presentation on API contracted research with Southwest Research Institute for regression testing  
- review of results and comments from the 15HR, 4th Edition ballot, and develop comment resolutions  
- follow-up items

3. REVIEW OF SC15 ORGANIZATION

Ben Coco reviewed the org chart for SC15 and explained how the groups function. (Attachment 2)

4. REVIEW OF MyCommittees WEBSITE

Ben Coco reviewed the MyCommittees site and did a live walk-thru briefly explaining some of its navigations and functions. Also explained was the MyRosters section of the site where you can view what groups you are listed as being in along with others and their contact information.

5. PRESENTATION ON API CONTRACTED RESEARCH WITH SOUTHWEST RESEARCH INSTITUTE FOR REGRESSION TESTING

David Granderson have a presentation on the scope and current status of the contracted research being done by SwRI. (Attachment 3)

David expressed that anyone interested in more information about the project can contact him.
6. REVIEW OF RESULTS AND COMMENTS FROM THE 15HR, 4TH EDITION BALLOT, AND DEVELOP COMMENT RESOLUTIONS

The results and comments from the ballot on the 4th Edition of 15HR were reviewed (Attachment 4) and resolutions to comments developed (Attachment 5). The document was revised accordingly from the comment resolutions.

Ben Coco explained that, as part of procedure, the updated document and comment spreadsheet (showing the resolutions) will be recirculated to the same distribution that the ballot went out to. Instructions will be included in the recirculation notification.

7. POSTING OF MEETING MINUTES

The minutes from this meeting are posted on the SC15 SharePoint site at http://mycommittees.api.org/standards/ecs/sc15/default.aspx.

[Once you access the site, along the left side of the screen in the gray bar area, click or expand ‘Standards’, then click or expand ‘CSOEM’, then click on ‘SC15’. This is the main SC15 page where you will see the link to ‘Meeting Materials’ along the right side of the screen. The folders there are listed by the year, and within the respective folders are the minutes from the meetings for that year.]

Only Task Group and Subcommittee meeting minutes should be posted under the ‘Meeting Materials’ link. Minutes and materials for Work Groups should be posted under the links in the gray bar area that expands down under SC15. Note that you must sign-in and have to be listed on the roster for those groups to access their respective links.

8. NEXT MEETING DATE

The next SC15 meeting is scheduled for Thursday, February 18th 2016 at the Norris Conference Center in Houston TX. Information has already been sent out to the mailing list.

At the meeting, new business and future plans for TG1 will be discussed. This will likely include starting activity to begin updates of 15HR towards the 5th Edition as a result of the comment resolutions from the 4th Edition ballot. Also anticipated for discussion will be starting activity for updates to 15LR, 15TL4, and 15CLT.