

**USEITI Outreach and Communications Subcommittee
Meeting Summary for Monday, January 5, 2015**

Agenda

1. Review of where we are and high priorities for beginning of 2015
2. Update on the communication plan (latest version sent out by 12/23/2014)
 - Sector input requested no later than January 16, 2015 as per December MSG meeting.

Congressional Outreach

No report.

International Outreach

No report.

Communication Plan

Initial review of the latest Communication Plan as a subcommittee was started with several items noted for correction and/or additions. The plan had been sent to all Sectors for feedback. All feedback is due January 16, 2015.

Waiting for feedback from the Solicitor's Office on how the MSG should communicate.

Questions were raised with regards to the website:

- Can analytics be collected or obtain?
- Will there be a link on the www.doi.gov/eiti website to direct persons to the data portal? Currently nothing is there.

There was a discussion on the financial pressures for reconciling data. Also discussed that with the Inception Report a list of companies asked to reconcile should be included and the best way to inform the public on who has to reconcile if the Inception Report is not a public document.

Workgroup Updates

Payor Company Workgroup - Debbie Tschudy, Susan Ginsberg, Emily Kennedy,
Laurie Sherman.

The group will provide an introductory paragraph with regards to providing a list of companies in the Fact Sheet. Current issue: what is the best way to inform the public on who has to reconcile their data.

Outreach Materials Group – Amanda Lawson, Jerry Gidner, Laurie Sherman,
Judy Wilson

Updating of the communications materials will be completed by next Subcommittee meeting.

Procedures will be created for reviewing and updating the materials information and a List of Materials will be compiled.

Meeting was adjourned.

Next Steps/Action Items

1. To complete review of the Communications Plan at the next Subcommittee meeting.
2. Changes/updates to the Outreach Material by next subcommittee meeting January 12, 2015.

Next Meeting

The next conference call will be held Monday, January 12, 2015; at 11 a.m. Eastern and will be 90 minutes.

Subcommittee Members in Attendance

Veronika Kohler, NMA
Laurie Sherman, Transparency International
Amanda Lawson, Walter Energy
Susan Ginsberg, IPPA
Greg Gould, ONRR

Invitees

Jerry Gidner, DOI
Debbie Tschudy, ONRR
AJ Maxwell, Deloitte
Alex Klepacz, Deloitte

Staff

Emily Kennedy, API
Rosita Christian, ONRR