NORTH CAROLINA
MINING AND ENERGY COMMISSION

November 2, 2012
9:00 a.m.
Archdale Ground Floor Hearing Room
512 N. Salisbury St.
Raleigh, NC

1. **Welcome and Notice of NCGS 138A-15:** ***The State Government Ethics Act mandates that the Chair or agency inquire as to whether any member knows of any known conflict of interest or appearance of conflict with respect to matters before the Commission. Executive Order 34 requires any member to recuse her or himself from voting on any matter before this Commission which would confer a financial benefit on the member. If any member knows of a conflict of interest, appearance of a conflict, or possible financial benefit, please so state at this time.*** – James Womack, Chairman of the Mining and Energy Commission

2. **Introductions of Commission Members and Commission Staff** - Chairman Womack

3. **Approval of Meeting Minutes from September 28, 2012 Meeting** – Chairman Womack

4. **Election of Vice Chairman of the Commission** – Chairman Womack

   Nominees for Vice Chairman: George Howard
   Charlotte Mitchell

5. **Discussion of Invocation and Pledge** – Chairman Womack

6. **Administrative Update from Staff** – Tracy Davis, Director, Division of Energy, Mineral, and Land Resources
   a) DENR *Annual Report on Activities Conducted Pursuant to S.L. 2012-143*
   b) MEC and DENR Quarterly Reports due January 1, 2013
   c) Status of Hiring Three Staff Positions
   d) MEC Resource Web Page

7. **Review of Draft Internal Operating Procedures of the North Carolina Mining and Energy Commission** – Jennie Wilhelm Hauser

8. **Discussion and Approval of Recommended Committee Structure and Appointments to Committees** – Chairman Womack and Tracy Davis

9. **Preparation for Study Groups and December Committee Meetings** – Chairman Womack

10. **Review of and Commission Discussion of Stakeholder Involvement** – Trina Ozer, Policy Analyst

11. **Work Plan Discussion** – Chairman Womack

12. **Additional 2013 Meeting Date Options** – Mell Nevils, Chief, Land Quality Section

13. **Other Business** – Commission Members