ORIENTATION SESSION
for the
MINING AND ENERGY COMMISSION

September 6, 2012
1:00 – 5:00
Archdale Building – Ground Floor Hearing Room
512 North Salisbury Street
Raleigh, NC

1. **Welcome and Notice of NCGS 138A-15**

2. **Swearing in of Commission Members** – Deputy Secretary of State Haley Haynes

   Oath of Office

3. **Introductions of Commission Members** – Commission Members

4. **Introductions of Staff Members** – Tracy Davis, Director of the Division of Energy, Mineral, and Land Resources

   Organizational Chart for the Land Quality Section of the Division of Energy, Mineral and Land Resources

5. **Public Records and Open Meetings Law in North Carolina** – James C. Gulick, Senior Deputy Attorney General, N.C. Department of Justice, Environmental Division

   North Carolina Guide to Open Government and Public Records

6. **Ethics Requirements of Serving on the Commission** – James C. Gulick, Senior Deputy Attorney General, N.C. Department of Justice, Environmental Division

   Outline of North Carolina's Ethics Statutes
   Abridged Version of North Carolina's Ethics Statutes
   2012 Statement of Economic Interest

7. **Overview of the Requirements of S.L. 2012-143** – Robin Smith, Assistant Secretary for the Environment

   PowerPoint Presentation
   Unofficial Copy of the Amended Oil and Gas Conservation Act
   Unofficial Copy of Amended Legislation Related to the Oil and Gas Conservation Act

8. **North Carolina's Rule Development Process** – Jennifer Everett, DENR Rulemaking Coordinator

   PowerPoint Presentation

9. **Administrative Issues**
   a) Media Contact Information – Robin Smith
   b) Budget for the Mining and Energy Commission – Robin Smith
   c) Reimbursement for Travel Expenses and Per Diem – Tracy Davis

10. **Other Business** – Commission Members

11. **Recognition of Jim Simons** – Former Mining Commission Members

12. **Future Meeting Dates and Wrap-Up** – Tracy Davis