

HUERFANO COUNTY COMMUNITY FORUM

OPERATING PROTOCOLS

December 13, 2011

OBJECTIVES:

- To open lines of communication and build working relationships between residents/citizens of the county and representatives of SWEPI LP – “Shell”
- To serve as a forum for community members and Shell representatives to ask questions, raise concerns, identify discussion topics and share scientific/technical information about the community and about Shell's oil, gas and minerals exploration
- To serve as a forum for the community members to offer recommendations to Shell and for Shell's representatives to report back to the community about whether and how Shell staff used their recommendations
- To serve as a forum that draws in the needs, concerns, opinions and perspectives of the wider community and as a conduit for information from the forum's participants to the larger community
- To serve as one possible forum for new ideas about county policy and regulation that the Planning and Zoning Commission or County Commissioners may consider

MEMBERS OF THE FORUM

The forum membership should reflect the whole community. The composition should reflect the widest possible range of perspectives about oil, gas and other minerals production in the county and should reflect a balance of those views at the outset. The number of participants should be large enough to be representative and small enough to be manageable and efficient.

The following have agreed to participate as members:

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| • Sandy Borthick | • Heloise Lynn |
| • Lonnie Brown | • Dale Lyons |
| • Charles Bryant | • Kent Mace |
| • Dale Davis | • Jayme McGraw |
| • David Gnaizda | • Steve Olson |
| • Ernie Haynes | • Anne Renaud-Wilkinson |
| • Larry King | • Katelyn Roberts |
| • JJ Klikus | • Kenny Schneider |
| • Keli Kringel | • Ineke Schwartz |

The forum may add members or replace members who can no longer serve (and ask the Huerfano Planning and Zoning Commission to endorse the addition or replacement) in order to maintain a diversity of perspectives.

DELIBERATION

Members of the forum will:

- Work together to develop agendas that draw into the forum significant issues and concerns of the participants and the community about oil, gas and minerals exploration, extraction and transport
- Work to bring to the forum trustworthy and technically sound information relevant to oil, gas and minerals exploration in Huerfano County
- Learn from and educate one another
- Conduct themselves in ways that build working relationships and engender trust, including
 - Speaking only for one's self and not characterizing the intentions, motivations and perspectives of other forum members (including in any contact with the media)
 - Communicating honestly, forthrightly and thoughtfully in the forum's deliberations
 - Following through on obligations to the forum
 - Listening carefully to the views of others and working to understand their concerns, needs, and perspectives
- Work toward consensus on questions of process and whenever possible make consensus decisions about the forum procedures – its objectives, agendas, composition, meeting procedures, etc. Because the forum is not a decision-making body, the forum's only decisions are its process decisions.
- Treat one another with respect
- Engage in the forum's activities in a spirit of honest inquiry and open communication
- Presume good intent
- Seek to understand
- Offer science-based ideas, recommendations, or proposals to Huerfano County's Planning and Zoning Commission

RELATIONSHIP TO OTHER FORUMS AND PROCESSES

This forum is intended to serve a role of consultation and information sharing. It is not intended to be part of any regulatory process.

The forum may convene its own public meeting to invite suggestions, help prioritize discussion topics, identify agenda items or review the results of the forum's discussions.

FACILITATION

A facilitator will assist all of the forum participants in the following ways:

1. Drafting agendas
2. Scheduling meetings and conference calls

3. Facilitating the meetings
4. Collecting and distributing information to the forum members
5. Producing meeting summaries
6. Communicating with participants between meetings to improve the process and advance the objectives of the forum
7. Ensuring that the forum's meetings are efficient and effective

The facilitator, though funded by Shell, will serve at the pleasure of the community forum membership, will remain neutral, will not advocate for any participant's interests, and will take no position.

MEDIA AND OTHER EXTERNAL STATEMENTS

While forum members are free to speak for themselves, the forum members will keep in mind that their statements can have a significant impact on forum's trust-building efforts and will work to communicate in ways that create trust.

DOCUMENTATION

The facilitator will produce a PdF of the final summary for each meeting when the summary is finalized by the forum members. The facilitator will maintain a web site repository of the meetings summaries (once they are reviewed and finalized by the forum members) and the technical and scientific documents used in forum deliberations, making them available to the wider community. Our goal: one week to produce a draft, one week for forum members to review and three days for a final summary.

MEETING STRUCTURES

The meetings will be open to the public but no recording devices will be allowed. Although the facilitator will fine tune the meeting agenda in response to the topics being discussed, in general, the meetings will follow this format:

- Agenda preview and review of ground rules
- Brief public comments on the specific items on the meeting agenda (not an open comment period)
- Working session – forum participants only
- Preview of next meeting agenda
- Brief public comments – observations about the working session and comments related to the next agenda (again not an open comment period)

SCHEDULE