

SPWP News



This month's meeting will be held on November 11th, 2021 at the Norris Westchase location beginning at 7:30 a.m.

Please respond to the PunchBowl Invite letting us know if you will be joining us or not. Regrets and RSVPs should be sent to Suzette Olivan via email or the PunchBowl Invite. If you do not RSVP, we may not have the space to accommodate you. If you RSVP yes and do not attend, you will be charged the cost of the breakfast.

Reservations can be made by credit card (MasterCard, Visa or American Express) at the breakfast meeting or via PayPal on our Web site: www.spwp.org.

Please remember to turn cell phones off or to silent during meetings.

Information about the next month's breakfast meeting will be announced once confirmed.



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PRESIDENT'S NOTE

Hello Ladies,

Happy Fall! I'm sure most of you will agree this year has flown by in the blink of an eye! Suddenly the holidays are here and we finally got a real cold front. I am looking forward to a full calendar of holiday parties.

The SPWP field trip to Longwood Elastomers on November 15th was definitely a treat! Sherry Adams hosted several members and guests for a factor tour in Brenham, TX. It was a chance to see how the rubber elements are manufactured in order to supply many different industries. The group then enjoyed a delicious lunch at Must Be Heaven sandwich shop.

SPWP's most recent Adopt-A-County-Mile was held on Saturday November 6th. It was a great day to enjoy the cool fall weather. Huge thanks to Erin Williams, Scott Williams, Tricia Hill, Robert Blair, and Veronica Rhodes. I enjoyed participating alongside them. Our group was able to harvest several bags of litter to improve the beauty of our mile. Watch out for the next scheduled date in Q1 2022.

Board elections for 2022 will be at our member's only meeting on November 11th. We will have speeches from the candidates followed by ballot voting. As always, we look forward to welcoming new board members and showing appreciation for the efforts of the outgoing board.

Make sure you don't miss our upcoming breakfast meeting on December 9th. Our last meeting of the year features our annual ornament exchange, along with holiday games. There will also be chances to take home prizes. Put on a festive outfit and join the fun!

As a reminder, please connect with us on Facebook at the "Society of Professional Women in Petroleum, Houston" as well as on LinkedIn at "Society of Professional Women in Petroleum".

Sincerely,
Suzanne Short

OCTOBER MINUTES

President Suzanne Short called the meeting to order at 7:33 am on October 14, 2021.

Suzanne welcomed all members and guests and introduced the 2021 Board Members.

Suzanne asked for a motion to approve the September 2021 minutes as written in the newsletter. Sherry Adams approved the minutes as posted. No one opposed, so the minutes were approved as written.

Suzanne introduced the October meeting speaker, Lauren Thibodeaux, with Freeport LNG. Lauren spoke on the topic 'LNG: Market and Risk Management'. Lauren shared the basics of where LNG comes from, how it is made, as well as how and why it is transported. LNG has a stable long term price trajectory. There are enough recoverable resources in US reserve to support our consumption and low cost exports past 2046. Making LNG is a simple process of pre-treatment to remove impurities and liquefaction. LNG is transported on vessels and maintained at -260 degrees Fahrenheit. The majority of LNG is exported to Asia and this transport takes approximately 21 days. There are many benefits to export LNG including utilization of our resources, aid for allied countries, US GDP gains, improvement in US trade imbalance, and reduced green house gases compared to coal. Lauren also shared strategies in LNG risk management such as spot market optionality.

Suzanne referred everyone to the SPWP Newsletter including the Scoop section where members are featured for their achievements and recent activities. This month's scoop gift card drawing winner is Erin Stroud.

Suzanne reminded everyone that the November SPWP meeting will be a members only meeting where the 2022 SPWP board will be elected. Board nominations are being sought and Suzanne distributed descriptions of the available board positions via email on October 13th.

Suzanne shared that a field trip to Longwood Elastomers will be hosted by SPWP member, Sherry Adams, on Friday, October 15th in Brenham, Texas. Sherry was present at the meeting and shared the safety protocols, as well as invited all members and guests to attend.

SPWP's next Adopt a County Mile community service project will be held Saturday, November 6th from 8-10am.

SPWP Secretary, Kelsey Hulett, introduced new member Amii Rozell IHS Markit and presented her with a new member badge.

Suzanne wished a happy birthday to all the members born in the month of October.

Suzanne reminded the attendees to connect with SPWP on social media.

The meeting was adjourned at 8:25 am.

Submitted by Kelsey Hulett

2022 SPWP BOARD OF DIRECTORS NOMINEES



Our November breakfast meeting is a members only meeting, as we will vote on choosing a board of directors and any other SPWP business. Below are the by-laws for the Election of Officers.

Election of Officers

- (a) The nominating committee will be formed on or before the September meeting.
- (b) The nominating committee shall report to the Society at the October meeting their nominations for President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Member at Large, and Social & Development Director.
- (c) Candidate for President shall have previous Board experience.
- (d) Elections will be held in November. Election of officers shall be by ballot and a majority of the ballots cast shall elect.
- (e) Ballots will be counted at the November meeting by the nominating committee, excluding any member who is running for office.
- (f) Absentee ballots must be requested in advance of the November meeting and returned prior to the meeting to the nominating committee.

PRESIDENT



Suzanne Short

Hello, my name is Suzanne Short. I have been a member of SPWP since 2018. I was born in California, but raised in Houston, TX. I attended Texas Tech University and graduated in 2006 with a Bachelor of Petroleum Engineering. I spent 10 years working for ConocoPhillips as a production engineer, solving mechanical problems in wellbores. My career allowed me to work in both Texas and Alaska. I then decided to pursue a Master of Business Administration from Texas Tech and graduated in 2018. I am now a Financial Advisor with Edward Jones in Cypress, TX. My hobbies include rifle hunting and outdoor pursuits such as backpacking. I am looking forward to continuing to serve SPWP as President because I want to give back to this amazing organization.

FIRST VICE PRESIDENT



Erin Williams

Hello ladies! My name is Erin Williams and I have been an active member of SPWP since 2019. Since joining, I have had the pleasure of serving as both a Scholarship Committee Co-Chair in 2020 and on the Board of Directors as the Social and Development Director in 2022. I've been blessed to be in this industry, spending 14 long years with my legacy company and now enjoy being a part of the NOV family where I remain in Product Management. This year, I am seeking your vote for First Vice President where I look forward to assisting our SPWP President and publishing your monthly newsletters. I believe 2021 will be an amazing year of reestablishing SPWP in the energy industry and the role of First VP is where I'd love to be when we work together to accomplish great things! I look forward to getting to know more of you, serve alongside all of you, and add continuously to the growth of SPWP!

SECOND VICE PRESIDENT



Yalonda Henderson

Hello! My name is Yalonda Henderson, and I am running for Second Vice President. I recently became a member this year (2021) and intend to be dedicated in any capacity as needed by the organization. I have been in the Oil & Gas industry for approximately 25 years in the capacity of international logistics. I have a Bachelor of Arts Degree in International Economics (minor in French) from Russell Sage College, Troy NY. I presently serve on the Finance Committee for my alma mater's board. Currently I am Logistics Manager with SGL USA (a Sumitomo Corp subsidiary) leading a team who coordinate the movement of OCTG tubulars and Chemicals for oil & gas industry. With my years of oil & gas logistical experience, I have had the opportunity to provide a multitude of oil & gas companies solutions related to their supply chain and international transport needs. The goal and mission of SPWP is dear to my heart: networking, education, and providing mentorship to women in the industry. It would be an absolute honor to be on the board of SPWP.

TREASURER



Brenda Myers

Hello! I'm Brenda Myers and I am currently running to continue as Treasurer. I grew up in California as a misplaced Texan and finally made Texas my home in 2012. I am third generation oil and gas, but proud to be the first woman from my family to work in the industry. I have worked at Carrig Drilling Technology for 11 years. I started as a district administrative assistant and recently was promoted to managing our inside sales department and sales team. In my free time I am either baking, fishing, hunting or hitting the beach in my Jeep with the dog. I have been a member of SPWP for two years and I am proud to be part of such a wonderful organization. I am excited to have an opportunity to serve as your Treasurer.

SECRETARY



Kelsey Hulett

I currently serve as the Director – Strategic Sales Support for NOV - Rig Technologies. This role is dedicated to achieving mutual success with internal and external customers. As a primary function, Strategic Sales Support is responsible for accurate and timely quotations, promoting the meaningful technology, and services our customers value. Prior to joining NOV, I graduated from Texas A&M University with a Bachelor of Science degree in Industrial Distribution. I began my career with NOV 16 years ago and have benefited from a diverse career including roles in international logistics, contract coordination, project management, and now sales support.

Outside of the office I enjoy being an active member of SPWP member since 2007, and have enjoyed serving on the board as Secretary, Treasurer, and President. I also enjoy contributing to the casino, golf, and scholarship committees.

MEMBER AT LARGE



Suzette Olivan

Hello Ladies! My name is Suzette Olivan, I am originally from New York City but raised in the great state of Texas! I graduated from Baylor university in 2007 with a Bachelor's degree in Political Science and a minor in International Business. I began my career in the Oil and Gas industry in 2010 as a Training and Development Coordinator, and progressed in my career by working in different scopes within the HR function. I was introduced to SPWP by Gina McGinn, who I met at OTC in 2018. I quickly felt so welcomed and connected to all the ladies that I instantly wanted to become a member. By running for SPWP Member at Large, I hope to continue contributing and building the legacy that you all have created so far. Not to mention give back some of the warm welcome I've received!

SOCIAL AND DEVELOPMENT DIRECTOR



Amii Rozell

I have made a career in data management for the Upstream Energy Industry for the last 17+ years. I have worked as a DBA for E&P companies as the liaison between the business and IT to engage both sides on good data management strategy, practices, and workflows. I have managed drilling and completions technologists and governed D&C data for organizations as well. I have also spent my career resolving data issues to create better workflows for migrating and integrating M&A data. Currently I am working as a Director for EDM (Enterprise Data Management) for North America Energy at IHS Markit where I work with operating companies to integrate siloed data into a better managed enterprise ecosystem and even integrating into OSDU. I have served on the Board of Directors for the PPDM (Professional Petroleum Data Management) Association in the past and understand the role and responsibility of the Board to an association. I currently serve on the Houston Leadership Team for the PPDM Association, serve as the Chairman for the Rules Committee, and have been published in the Foundations journal several times. I also finished my Masters of Science Degree in Database Administration and Design at the University of Denver. I am looking forward to the opportunity to serve SPWP.

SPWP ANNOUNCEMENTS

SPWP 2021 HOLIDAY CHARITY

SPWP will be participating in coordination with a corporate sponsor, Edward Jones. We would like to contribute as many toys as possible for the organization, Toys for Tots, as our holiday charity this holiday season.

Please feel free to bring a toy to either our November or December meetings this year. New, un-wrapped, and preferably around the \$10 or above price range. Books are also needed (children receive 2 toys each and 3 books count as ONE gift!). Homemade toys are also accepted.

SPWP SCOOPS

Let's keep our SCOOP information continuing! The newsletter is a HUGE connection point for SPWP and allows us to stay in touch in between meetings. SPWP wants to celebrate the awesome things going on in our lives!

Congratulations to this month's raffle winner!!! ***Katherine Culbert***

SPWP FIELD TRIPS

Huge thank you to Longwood Elastomers in Brenham, TX who hosted some of our SPWP members for an educational tour in October. It was a great learning opportunity followed by a fun lunch together! Looking forward to future trips going into the new year!

Pictured are Kelsey Hulett, Tricia Hill, Sherry Adams, Angélica María Bautista Rincón, & Suzanne C. Short.



Happy *Membership* Anniversary!

Jenny Wilson 2 years

- November 15** **Jenny Wilson**
- November 16** **Sandra Mourton**
- November 23** **Maria Marquez**



SPWP SCOOP

So what is going on with you?



Katherine Culbert was selected for the inaugural cohort of the HTXelerator program. The program is an innovative and unique program that identifies and trains community leaders interested in advocating for future-focused city policy. It is a series of workshops exploring issues relating to city government such as public safety, land use, transportation, public/private partnerships, homelessness, and economic development. It culminates in December with a "stump speech" pitch competition. Congrats Katherine!!



In mid-October, Erin Williams went with women from her church on a week long mission trip to Waco, TX where they partnered with Mission Waco to serve and love the homeless. You can listen to a podcast on her experience here: <https://faithbridge-women.castos.com/episodes/encounters>



Saturday November 6th, our volunteers came out to support SPWP's second cleanup for our mile along Spring Cypress on 249! They left it looking far more beautiful and were able to serve the community in that area by collecting 9 bags of debris, keeping it out of the water system, and off the road.



Thank you so much to our members and guests who volunteered that day!
(Left to right) Suzanne Short, Tricia Hill, Veronica Rhodes, Robert Blair, Erin Williams, & Scott Williams (not pictured).



Suzanne Short recently visited the Grey's River area of Wyoming to harvest a black bear. This 5'6" sow was taken over a bait station with a .416 Remington rifle



Sherry Adams recently visited Asheville, NC with her Aunt and several cousins. They stayed in a house way up on Black Mountain and had a great time, and the scenery was beautiful.

CAREER CORNER

5 Better Ways to Follow Up Than Saying “Per My Last Email”

Well, here we are again. You need something from a colleague, but haven't received a response yet. It's time to follow up. You pull up the thread, click “Reply,” and have the urge to start typing, “Do you have those answers for me? Per my last email, the deadline was this morning.”

But here's the thing: You know that phrase, “Per my last email,” can come off as passive aggressive. (If we're being totally honest, that's probably one of the reasons you're considering whipping it out in the first place!) It can leave your co-worker feeling called out, and in general just rub people the wrong way.

Of course, the best way to avoid having to go down that road is to set your expectations clearly and concisely in your initial message. Lead with the most important information; include a call to action; create accountability by adding a due date; and, if there's a lot of relevant background information, include it below and alert the reader it exists.

Unfortunately, regardless of how obvious you think your request is or how comprehensive the information you share, you may need to follow up to get what you need or repeat yourself until everyone's on the same page. (Isn't it frustrating when someone asks you a question they'd surely know the answer to—if only they'd actually read your previous note?)

It can be infuriating, but letting your frustration take over probably won't be very productive. So what do you do? Here are five better ways to follow up than saying, “Per my last email...”

1. Be Direct

Sometimes the best approach is simply to point someone right back to the original request, minus the passive aggressive phrasing. The call to action, in other words, is to read and respond to the original email. In these instances, reply to the thread—so that the original is easily referenced—and be direct and concise. You could try:

“I'm following up on the below” or “Following up on this [request/question/assignment]”
“I'm circling back on the below” or “Circling back on this [request/question/assignment]”
“I'm checking in on the below” or “Checking in on this [request/question/assignment]”
“I need your input on the below by [date/time]”

2. Restate Your Request

In some cases, pointing your colleague back to the original request won't feel like quite enough. Maybe you want to emphasize exactly what it is you're asking for and why.

So reiterate your request in one to two sentences. Pull out the most important point along with the deliverable you're waiting on and the deadline, directing the reader to the original email for more information.

For example, you might say: “Here are the design proofs for your review. We need your edits by the end of the week in order to move forward. Please see below for additional information.”

You can also combine these first two approaches with something like: “I'm following up on the design proofs. We need your edits by the end of the week in order to move forward. Please see below for additional information.”

This tactic can be effective for readers who don't always take the time to read all of the information, and can be a softer approach than jumping right to, “Can you look at my last email?”

CAREER CORNER (continued)

5 Better Ways to Follow Up Than Saying “Per My Last Email”

3. Pose a Question

Start with a question to get the reader’s attention and, if needed, use it as an opportunity to change tactics, timelines, or expectations.

“What do you think about [the project or question at hand]?” as in, “What do you think about the design proofs?”

“Do you have time to [complete the task requested]?” as in, “Do you have time to review the design proofs?”

“Are you able to get me [the deliverable] by [date/time]?” as in, “Are you able to get me your feedback on the design proofs by Wednesday at noon?”

“Want to jump on a quick call or meet up to discuss [project or question at hand]?” as in, “Want to jump on a quick call or meet up to discuss the design proofs?”

4. Pick Up the Phone

Have you ever started drafting an email and thought to yourself, This would be so much easier and faster to explain over the phone? Your colleague’s silence might stem from the same feeling—that sitting down to draft an email with all of the requested information will take too long. So pick up the phone, especially if you’re in a time crunch and need a quick answer.

If you get the person live, you can say something like, “Hey Sarah, so glad I caught you, do you have a few minutes to discuss [the project or question at hand]. I’d love to figure out [the deliverable], and thought it would be easier to do over the phone.” Then restate what you need clearly and concisely.

If they don’t pick up, leave a quick voicemail, something like: “Hey Sarah, I was calling about [the project or question at hand], I thought it would be easier to discuss over the phone. I’ll send you another email, but please feel free to call me back to discuss.”

Send a follow-up email as a reply to the original thread (not least because nowadays there are some people who never check their voicemail at all). You might write something like: “I just left you a voicemail about [the project or question at hand], if it’s easier for you, please give me a call back to discuss. Otherwise, let me know via email about [the deliverable]. You can find additional information below.”

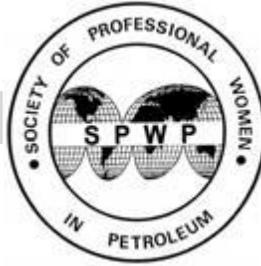
5. Drop By

This is probably my favorite tactic because I like to read expressions and body language, and I like to create opportunities for spontaneous ideas that can emerge from face-to-face conversations.

Has it worked? Absolutely. Has it backfired? Yes! When you spring your follow-up on someone, you run the risk of getting a distracted, half-baked answer because that person isn’t able to give you their full attention (and you might irritate them by interrupting them). You have to know your audience and respect the way they process information and approach their work. Plus, it can be tricky to find an ideal time to drop by when everyone’s busy running in and out of meetings. So use this tactic when there’s time and when you’ve developed a solid rapport with your co-worker.

And if you speak with your co-worker over the phone or in person, send a simple email afterward so there’s a record of what you decided. Your note can start with, “Thanks for your time,” or, “Glad we got an opportunity to speak about X.” Then, “Just to put it in writing...” or, “Confirming via email that we decided you will do X and I will do Y by the end of next week.”

At the root of a follow-up message is the fact that you need something and getting it is likely going to benefit everyone involved in the long run. So avoid stirring up unnecessary and counterproductive resentment. Instead, be patient and positive. Keep your language direct and to the point, set clear expectations, highlight the pertinent information, emphasize a specific call to action, and hope that this time around you get the response you need.



The **Society of Professional Women in Petroleum** was formed in early 1981 to support professional career women in the Petroleum Industry through networking, education and the distribution of technology and information. SPWP is incorporated as a 501(c)(3) tax exempt non-profit organization.

All aspects of drilling and production operations are covered through topical monthly breakfast meetings and industry speakers and we constantly seek to further expand the knowledge of our members. We also feature professional development speakers and hold roundtable discussions on a rotating basis.

SPWP's membership consists of women who have active careers in the Oil & Gas Industry in fields including Engineering, Geology, Sales, Research, Finance, Law, Quality Assurance, Purchasing, Advertising and Marketing.

SPWP is dedicated to furthering the careers of women in the Oil & Gas Industry and as part of our mission, we have a merit-based scholarship program that provides financial assistance to female Houston-area high school seniors entering a Texas college. Our annual fundraisers on behalf of this program are made possible through the tremendous support of companies within the industry, as well as through the tireless dedication of our members.

Mission Statement

Supporting career women in the petroleum industry through technology and information.



December Breakfast Meeting 12/10
Christmas Party

January Breakfast Meeting 01/14

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Please be sure to share and follow us at:

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