



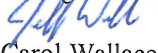

**2025 WGMSC Board Meeting  
Sept 24, 2025  
Hyatt Regency San Francisco Airport  
Burlingame, CA**

**Memorandum (Addendum to the minutes)**

The purpose of this memorandum is to formally clarify the roles and responsibilities of the Treasurer and Assistant Treasurer for the Western Gas Measurement Short Course (WGMSC) Board. This memo will be incorporated into the official minutes of the Fall 2025 Board Meeting, held during the week of September 22, 2025.

Per the WGMSC Board bylaws, the **Treasurer** and **Assistant Treasurer** are the **sole authorized positions** responsible for managing the financial transactions of the Board. These responsibilities include, but are not limited to, access to banking records, execution of financial transactions, and oversight of Board funds.

Effective **May 1, 2025**, the following individuals hold these positions:

- **Treasurer:** Jeff Webb 
- **Assistant Treasurer:** Carol Wallace 

No other Board members or officers are authorized to access banking records or conduct financial transactions on behalf of the Board. If any names other than the Treasurer and Assistant Treasurer currently remain on the account, they should be removed immediately. Only the individuals listed above should retain banking privileges associated with WGMSC financial accounts.

From our By-Laws:

**ARTICLE IV. OFFICERS**

4.1 *Designations.* The officers of the corporation shall be a President, Vice-President, Secretary, Treasurer, Webmaster, and Membership Chair. All officers, with the exception of Webmaster (see section 4.7), shall be elected for terms of two (2) years, or through the conclusion of the Short Course, by the Board of Directors. Such officers shall hold office until their successors are elected and qualify. Any two (2) or more offices may be held by the same person, except the offices of

**Committee:**

**President – Matt Davidson**  
Pacific Gas & Electric

(925) 324-8201

**Vice President – Steve Slocum**  
Williams

(509) 316-6389

**Treasurer – Jeff Webb**  
Avista Utilities

(509) 495-4424

**Assistant Treasurer – Carol Wallace**  
Puget Sound Energy

(425) 457-5807

**Secretary – Scott Driscoll**  
NorthWestern Energy

(406) 497-3305

**Assistant Secretary – Nicole Jordan**  
ATCO

(403) 630-1151

**Webmaster – Scott Henrich**  
Meter, Valve & Control Inc.

(925) 519-4718

**Assistant Webmaster – Tushar Shah**  
Eagle Research

(304) 549-2512

**Membership- Craig Lam**  
Endress+Hauser

(720) 597-5807

**Assistant Membership – TBD**

**Event Schedule Coordinator- Mike Legittino**  
Western Gas Technologies

(630) 253-7011

**Assistant Event Schedule Coord. – Maz Bijan**  
Pacific Gas & Electric

(925) 302-3181

**Publicity – Michael Garvey**  
VRG Controls

(847) 847-4841

**Vendor Liaison – Ken Goodwin**  
PCE Pacific, Inc

(425) 466-4460

**Vendor Liaison – Rick Mooney**  
Honeywell

(425) 466-4460

**Section Chairpersons:**

**Measurement – Jon Jensen**  
Enstar

(907) 232-7415

**Regulation – Lamar May**  
Williams

(801) 574-0829

**Gas Quality & Odorization – Jani Kikuts**  
San Diego Gas & Electric

(619) 372-2875

**Best Practices/General Interest – A'lynn Shields**  
WBI Energy Transmission

(406) 939-1338

**RNG & Hydrogen – Chris Nelson**  
Cascade Natural Gas

(509) 225-3737

**Hands-On – Russ Nishikawa**  
Intermountain Gas Company

(208) 631-6537





**Roundtable – Julie MacLennan**  
Spartan Controls

(604) 809-2231

President and Secretary. Without limiting the generality of the following descriptions of the offices, a more detailed description of their responsibilities and duties is set forth in Article V. The Board of Directors may assign such other responsibilities to the Officers and Chairpersons as deemed necessary from time to time.

4.5 *Treasurer.* The Treasurer shall have the custody of all monies and securities of the corporation and shall keep regular books of account. The Treasurer shall disburse the funds of the corporation in payment of the just demands against the corporation or as may be ordered by the Board of Directors (taking proper vouchers for such disbursements) and shall render to the Board of Directors from time to time as may be required, an account of all transactions undertaken as Treasurer and of the financial condition of the Corporation. The Treasurer shall perform such other duties as are incident to the office or, are properly required by the Board of Directors. The Assistant Treasurer, as designated by the Board of Directors, shall perform all of the duties of the Treasurer in the absence or disability of the Treasurer, and at other times may perform such other duties as are directed by the President or the Board of Directors

Current Officer Team:

- President, Matt Davidson 
- Vice President, Steve Slocum 
- Secretary, Scott Driscoll 
- Treasurer, noted above
- Webmaster, Scott Henrich 
- Membership Chair, Craig Lam 