



**COPAS Joint Interest/Audit Combined
Winter 2026 Meeting
Thursday, January 22, 2025
ConocoPhillips SPIRIT 1 Conference Center
925 N. Eldridge Parkway, Houston, TX 77079**

TIME (CT)	AGENDA ITEM	DISCUSSION LEADER
COMBINED SESSION WITH AUDIT AND JOINT INTEREST		
8:30 a.m.	Breakfast Social & Networking	
9:00 a.m.	Welcome and Introductions Antitrust Statement	Cecil Sprague/Vanessa Green
9:00 a.m.	Data and Information Security This session, presented by ConocoPhillips management, highlights the critical role of data and information security in oil and gas accounting. COPAS accountants will learn best practices for protecting sensitive financial and operational data, mitigating cyber risks, and ensuring compliance with industry standards. Learning Objectives: By the end of this session, you will be able to: <ul style="list-style-type: none"> • Recognize common data security risks in joint interest accounting and auditing. • Apply best practices to protect sensitive information and ensure compliance. • Ensure compliance with relevant industry standards and regulatory frameworks through secure data management. <u>Program Level:</u> Basic <u>Pre-requisite:</u> None <u>Advance Preparation:</u> None <u>Delivery Method:</u> Group Live <u>Field of Study:</u> Information Technology <u>CPE Credits:</u> 1	Annessa McKenzie
10:00 a.m.	Introductions & Society Representative Roll Call Voting Items & Discussion 1. PRUTCOM (2/3 for Joint Interest, Majority for Audit) 2. Audit Charter Revisions 3. Fall 2025 Joint Interest Meeting Minutes	Kat Benkowski/Jeannene Dilley Cecil Sprague/Vanessa Green



4. Fall 2025 Audit Meeting Minutes

10:30 a.m. Break

11:00 a.m. Generative AI Prompting Tips & Tricks

TBD

Learn how to harness Generative AI effectively with practical prompting techniques. This session covers core concepts, tips, and tricks to craft prompts that deliver accurate, creative, and efficient results for accounting and business workflows.

Learning Objectives:

By the end of this session, you will be able to:

- Explain the fundamentals of Generative AI and its applications in business.
- Create effective prompts using proven strategies to improve AI outputs.
- Apply advanced tips and tricks to optimize productivity and accuracy in daily tasks.

Program Level: Basic

Pre-requisite: None

Advance Preparation: None

Delivery Method: Group Live

Field of Study: Information Technology

CPE Credits: 1

12:00 p.m. Lunch

12:30 p.m. COPAS Documents Re-write Activity using Gen AI Prompting

Cecil Sprague/Vanessa Green

Learn how to harness Generative AI effectively with practical prompting techniques. This session covers core concepts, tips, and tricks to craft prompts that deliver accurate, creative, and efficient results for accounting and business workflows.

Learning Objectives:

By the end of this session, you will be able to:

- Explain how Generative AI can assist in document drafting and revision within COPAS frameworks.
- Develop effective prompts to produce accurate, clear, and compliant content using AI tools.
- Apply AI-driven strategies to enhance efficiency and consistency in rewriting COPAS documents.

Program Level: Intermediate

Pre-requisite: Some familiarity with the COPAS documents



Advance Preparation: None
Delivery Method: Group Live
Field of Study: Accounting
CPE Credits: 2

2:15 p.m.	Break	
2:30 p.m.	Drafting Team Comments & New Business	Cecil Sprague/Vanessa Green
3:00 p.m.	Adjourn	



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