



**Oregon**

**Kate Brown, Governor**

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## **Oregon Utility Notification Center Training and Education Committee Meeting**

Date: August 16, 2017  
Time: 11:00am – 1:00pm  
Location: NWN – Albany facility  
7150 Supra Drive, SW  
Albany, OR 97321

### **AGENDA**

1. Announcements and Introductions
  - a. Announcements and Guest sign-in
  - b. Review/approve and/or amend prior Meeting Minutes
  - c. Chair – Statement
  
2. Old Business
  - a. Brochure goal - review change
    - i. Remove time of events
    - ii. Event agenda review
    - iii. Print and issue to sponsorship volunteers
  - b. Sponsorship goal - review changes
    - i. Print and issue updated sponsorship letter to volunteers.
    - ii. Review current sponsor(s)
    - iii. Issue current sponsorship contact list, divide sponsors between volunteers.
  - c. Vendor ship review
    - i. Fee review of \$150
    - ii. Vendor ship letter review
    - iii. Vendor ship contact list – review
    - iv. Vendor ship display size
  - d. Damage prevention presentations – review
    - i. Utility project demo
    - ii. Locator demo
    - iii. Excavation demo
    - iv. Keynote speaker
    - v. Slide show
    - vi. Emergency responders
  - e. Other
    - i. Raffle
    - ii. Give a ways
    - iii. Food

3. Budget
  - a. Major sponsor OUNC up to \$30k
  - b. Sponsorship & vendor ship goal min. \$30k
4. New Business
  - a. Guest speakers: Seth Gulley, CNGC and Jessica Malmstedt, Williams
5. For the Good of the Order
6. Next Committee Meeting – September 13, 2017 - OPUC