

December 4 , 2019  
Board of Directors  
Interested Parties

Subject: OREGON UTILITY NOTIFICATION CENTER (OUNC) BOARD OF  
DIRECTORS MEETING NOTICE

## **NOTICE OF PUBLIC MEETING**

In accordance with Oregon State Public Meeting Law

Please be advised of the subject meeting:

### **OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING**

[www.digsafelyoregon.com](http://www.digsafelyoregon.com)

**December 11, 2019 TIME: 9:00 AM**

**LOCATION:**           **Clackamas Community College  
Wilsonville Training Center – Room 210  
29353 SW Town Center – Loop E  
Wilsonville, OR 97070**

Conference call is available for this meeting.

Please dial 1-646-307-1990. Enter conference ID: 889-738-824#

View screen share at: [https://join.me/DigSafe\\_2019](https://join.me/DigSafe_2019)

Anyone wishing to give testimony to the board must first sign-in on the Testimony Register prior to the beginning of the meeting. Each individual will be given five minutes to speak on the record. Each speaker shall submit written testimony that follows the verbal statement(s), prior to addressing the Board. No more than 45 minutes will be allowed for open testimony. If time runs short, written testimony shall be submitted in lieu of a verbal statement. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting to Kitty Davis at 503-781-6988 or [kitty@digsafelyoregon.com](mailto:kitty@digsafelyoregon.com).



Ryan J. Sandhu  
OUNC Board Secretary

Enclosures

cc: Greg Snyder, One Call Concepts (OCC) General Manager

# **OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING**

CHAIR: Scott Gallegos

DATE: Wednesday, December 11, 2019

TIME: 9:00 a.m. - CALL TO ORDER

LOCATION: Clackamas Community College  
Wilsonville Training Center – Room 210  
29353 SW Town Center – Loop E  
Wilsonville, OR 97070

## **AGENDA**

OUNC Business Meeting

#1 OUNC Board of Directors Chair

- Call to order
- Roll call of all present
- Announce visitor registration and testimony sheets
- Review, approve and/or amend the previous months Board meeting minutes
- Safety Moment

#2 Open testimony when called upon by Board Chair

- Open testimony – 5 minutes each

#3 OUNC Operations Report

(Greg Snyder, One Call Concepts)

- Operations statistics
- Call Center issues

#4 OUNC Billing & Aging

(Greg Snyder, One Call Concepts)

- Past Due Accounts
- Revenue vs. costs

#5 Treasurer's Report

(Joyce Nelsen, Board Treasurer)

- Review, Amend, and/or approve changes to previous reports
- Profit and Loss Report, Account Balances, Transaction Report

#6 OUNC Board of Directors Officer's Report

- Chairperson – Scott Gallegos
- Vice Chairperson – Micah Brown

- Treasurer – Joyce Nelsen
- Secretary – Ryan Sandhu
- PUC Representative – Phil Boyle

15 MINUTE BREAK

### ***OUNC BOARD OF DIRECTORS COMMITTEE REPORTS***

**#1 BUDGET & AUDIT COMMITTEE: JOYCE NELSEN - CHAIR**

Members: Scott Gallegos Ryan Sandhu Johnny Sapp  
Nate Rivera Don Moore \*Kitty Davis

**#2 CONTRACTS: NATE RIVERA - CHAIR**

Members: Scott Gallegos Ryan Sandhu Micah Brown  
a. General Report Don Moore

**#3 DAMAGE REPORTING/DIRT: DON MOORE - CHAIR**

Members: Scott Gallegos Mitch Burghelea Phil Boyle  
\*Kitty Davis \*Dawn Hickson  
a. General Report

**#4 OREGON ADMINISTRATIVE RULES (OARs) & TARIFF:**

**MICAH BROWN - CHAIR**

Members: Scott Gallegos Scott Clement Don Moore  
Mitch Burghelea Tim Smith Melanie Lewis  
Phil Boyle \*Kitty Davis  
a. General report

**#5 POLICY & PROCEDURES COMMITTEE: JOHNNY SAPP - CHAIR**

Members: Scott Gallegos Joyce Nelsen  
\*Kitty Davis  
a. General Report  
b. BYLAWS

**#6 PUBLICITY COMMITTEE: Scott Clement – Interim CHAIR  
(Merchandise, Sponsorship events, Media & Website)**

Members: Scott Gallegos Joyce Nelson Fred Corona  
Ryan Sandhu Tim Smith Connor Toney  
Mitch Burghelea \*Kitty Davis  
a. General Report

#7 ENFORCEMENT COMMITTEE: MICAH BROWN – CHAIR

Members: Scott Gallegos Mitch Burghelea  
Phil Boyle \*Kitty Davis

- a. General Report

#8 TRAINING & EDUCATION: MITCH BURGHELEA -CHAIR

(Locator training, Law Updates & Special Service)

Members: Scott Gallegos Micah Brown Connor Toney  
John Eckis \*Kitty Davis \*Kyle Sutton

- a. General Report

#9 MEMBERSHIP: PHIL BOYLE - CHAIR

Members: Scott Gallegos John Eckis \*Kitty Davis

- a. General report

#10 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:  
SCOTT GALLEGOS - OUCC PRESIDENT

Members: \*Kitty Davis

- a. General report

#11 EXECUTIVE DIRECTOR SELECTION COMMITTEE:

RYAN SANDHU - CHAIR

Members: Scott Gallegos Joyce Nelson Micah Brown  
Phil Boyle Don Moore Nate Rivera  
\*Kitty Davis

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

- a. General Report

OLD BUSINESS:

- a. 2018 Strategic Planning approval

NEW BUSINESS:

- a. Morrison Award Presentation
- b. Dormers

FOR THE GOOD OF THE ORDER:

Next Currently Scheduled OUNC Board of Directors Meeting:

Date: January 8, 2020  
Location: Clackamas Community College  
Wilsonville Training Center– Room 111  
29353 SW Town Center – Loop E  
Wilsonville, OR 9707

