

July 1, 2020  
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)

**July 8, 2020      TIME: 9:00 AM**

**LOCATION:**            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 OKeefe 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, July 8, 2020

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

LOCATION: 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)

## AGENDA

### OUNC Business Meeting

#### #1 OUNC Board of Directors Chair

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

#### #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

(Johnny Sapp, 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 – Johnny Sapp
- Secretary – Ryan Sandhu
- PUC Representative – Phil Boyle

#7 Administrative and Outreach Coordinator Report – Kitty O’Keefe

15 MINUTE BREAK

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

#1 BUDGET & AUDIT COMMITTEE: Johnny Sapp - CHAIR

Members: Scott Gallegos Ryan Sandhu Nate Rivera  
 Don Moore \*Joyce Nelsen \*Kitty O’Keefe  
 a. General Report

#2 CONTRACTS: NATE RIVERA - CHAIR

Members: Scott Gallegos Ryan Sandh Micah Brown  
 Don Moore Melanie Lewis \*Kitty O’Keefe  
 a. General Report

#3 DAMAGE REPORTING/DIRT: DON MOORE - CHAIR

Members: Scott Gallegos Mitch Burghlea Phil Boyle  
 Dawn Hickson Melanie Lewis Scott Crosby  
 \*Kitty O’Keefe \*Lynsay Demko \*Michael Rukavina  
 a. General Report

#4 OREGON ADMINISTRATIVE RULES (OARs) & TARIFF:

MICAH BROWN - CHAIR

Members: Scott Gallegos Scott Clement Don Moore  
 Mitch Burghlea Tim Smith Phil Boyle  
 Melanie Lewis \*Kitty O’Keefe \*Michael Rukavina  
 General report  
 a.

#5 POLICY & PROCEDURES COMMITTEE: JOHN ECKIS – CHAIR

Members: Scott Gallegos Johnny Sapp  
 \*Kitty O’Keefe \*Joyce Nelsen  
 a. General Report

#6 PUBLICITY COMMITTEE: Scott Clement – CHAIR

(Merchandise, Sponsorship events, Media & Website)

Members: Scott Gallegos Ryan Sandhu Mitch Burghlea  
 Tim Smith Connor Toney Scott Crosby  
 \*Kitty O’Keefe \*Joyce Nelson  
 a. General Report

#7 TRAINING & EDUCATION: MITCH BURGHELEA -CHAIR

(Locator training, Law Updates & Special Service)

Members: Scott Gallegos Micah Brown Connor Toney  
John Eckis Scott Crosby \*Kitty O'Keefe  
\*Kyle Sutton

a. General Report

#8 MEMBERSHIP: PHIL BOYLE - CHAIR

Members: Scott Gallegos John Eckis \* Kitty O'Keefe

a. General Report

#9 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:

SCOTT GALLEGOS - OUCC PRESIDENT

Members: Scott Crosby \*Kitty O'Keefe

a. General Report

#10 EXECUTIVE DIRECTOR SELECTION COMMITTEE:

RYAN SANDHU - CHAIR

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

a. General Report

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

a. General Report

OLD BUSINESS:

a. Follow up discussion: "Notice of expiration email at 40 days" to alert excavators that their ticket is going to expire. Scott Gallegos to report back after holding a meeting.

NEW BUSINESS:

a. Board Nominations for 2021

FOR THE GOOD OF THE ORDER:

Next Currently Scheduled OUNC Board of Directors Meeting:

Date: August 12, 2020

Location:

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)