



# Oregon

Kate Brown, Governor

**Oregon Utility Notification Center**  
305 NE 102<sup>nd</sup> Avenue, Suite 300  
Portland, OR 97220-4170  
(503) 232-1987

**Oregon Utility Notification Center, Budget & Audit Committee Meeting Minutes**  
**Date: Wednesday, Oct.13 2021**  
**Hampton Inn & Suites, Bend, Oregon + Zoom.**

Called to order at 7:56 am

Members attending: Alba Vogland, Micah Brown, Melanie Lewis, Nate Rivera, Scott Crosby, Kitty O'Keefe, and Josh Thomas.

Reviewed and approved minutes from 8.10.21 without change. Motion by Scott, 2<sup>nd</sup> by Nate. Motion approved. Kitty to post on OUNC website.

Chair statement: Alba thanked members for attending.

New Business:

1. Discuss 2022 budget: (See Attachment 1)
  - a. Members began review of the 2022 budget.
    - i. It was decided after some discussion to have Josh take the budget.
    - ii. Have a complete updated 2022 budget to present at the Nov10th board meeting.
    - iii. Alba, Kitty & Josh to meet prior to November board meeting.
    - iv. 2022 Forecast Budgets submitted by Kitty for Publicity and Training & Education. (See Attachments 2 & 3)
2. Old Business:
3. For the Good of the Order:
4. Next Meeting: Tuesday, Nov. 9, 2021 at 3:30pm.
5. Motion to adjourn at 8:55am by Nate and 2<sup>nd</sup> by Melanie. Motion approved

*Minutes submitted by Kitty O'Keefe on October 18, 2021*



552 - PUC Enforcement Administration

|                                  |                  |                  |                  |                  |                  |                |                |                  |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|----------------|----------------|------------------|
|                                  | -                | -                |                  | -                | -                | -              | -              | -                |
| <b>Total Federal Grants</b>      | -                | -                |                  | -                | -                | -              | -              | -                |
|                                  |                  |                  |                  |                  |                  |                |                |                  |
| <b>Total Expenditures</b>        | <b>1,757,572</b> | <b>1,840,383</b> | <b>1,852,741</b> | <b>1,816,899</b> | <b>2,202,315</b> | <b>188,128</b> | <b>249,952</b> | <b>2,541,815</b> |
|                                  |                  |                  |                  |                  |                  |                |                |                  |
| <b>Net Ordinary Income(Loss)</b> | <b>239,149</b>   | <b>317,270</b>   | <b>473,046</b>   | <b>343,155</b>   | <b>166,685</b>   | <b>6,721</b>   | <b>14,846</b>  | <b>(172,815)</b> |

**Notes & orig budget \$\$\$**

**more notes:**

2150

8400, locator trng, Excav. Trng rects.

25000, spec. spons for Safety Summit, Advert., etc.

2385560

2385560

180

1760000, allow for add'l 100K/yr

6000, gen/auto ins.

1771180

511 P, Alpha, 15K

512 P, NEI, 50K

512.2 P, Internet, -0-

512.6 P, Starlight Par., 16.4K

514 P&E, OUCC loc.Council Asst., 45K

514.1, P&E OUCC St. Asst., 10K

515.1 P, P Promo Mat'l, 100K

515.2 P&E, Standard Mtl's, 13K

515.3 P, Calendars, 13K

516 Contractor outreach/OUCC jt. St., 10K

516.1 educ., Safety Exc.(2), 5K

517.1 Educ, - Locator trng (3), 25K

518 P&E, Other (general), 10K

519.1 P, Sponsorships, JJ Harrison, 5K

519.2 P, Sponsorships, -0-

519.2 P, Sponsorships - Other, 9K

total= 326K

**3 yr avg:**

20k

3.3k (10K)

2k (6K)

5.1k (15K)

53k (50-60K)

10K

100.5K

7.2K

12.4K

16K

1.7K (6-42K)

22K

7.4K

5K

0

0

245K

inc. Alpha & NEI

future... consider B&B, etc.

Dormers only

Other, OUCC (516), Strd. Manuals, calendars

Dozer Day, Mid OR Const. SS, Oregonian, Sunday Parkways, JJ Harr., Hii Loc., Excav., & online Trng; Brochures, guides, checklists, etc.

40000, 2020 low b/c Covid

Previously called "Board Admin - Executive Director"

300565, diff @ 531

2398145, diff=ED (533), & OCC (503)

*lls. Hops, Pend. RU*

## 2022 Publicity Budget Forecast

|   | BUDGET           | PAID       | DIFFERENCE       |
|---|------------------|------------|------------------|
| <b>ADVERTISING #511</b>   |                  |            |                  |
| Alpha Media (year round)  | \$20,000         | \$0        | \$20,000         |
| National Excavator Initiative   | \$30,000         | \$0        | \$30,000         |
| NEI - Cost for Mike Rowe  | \$10,000         | \$0        | \$10,000         |
| FOX 12 + More Good Day segments   | \$15,000         | \$0        | \$15,000         |
| The Oregonian   | \$4,000          | \$0        | \$4,000          |
| <b>SUBTOTAL</b>   | <b>\$79,000</b>  | <b>\$0</b> | <b>\$79,000</b>  |
| <b>Promo #515 and #515.1</b>  |                  |            |                  |
| #515 - Promo  | \$10,000         |            | \$10,000         |
| #515.1: Dormers - Online Store purchases. Includes T-shirt program + shipping | \$120,000        |            | \$120,000        |
| <b>SUBTOTAL</b>   | <b>\$130,000</b> | <b>\$0</b> | <b>\$130,000</b> |
| <b>SPONSORSHIPS #519</b>  |                  |            |                  |
| Dozer Day - Vancouver, WA. + swag   | \$1,000          | \$0        | \$1,000          |
| Dozer Day - Eugene, OR  | \$5,000          | \$0        | \$5,000          |
| Mid Oregon Construction Safety Summit - 2022                                  | \$1,500          | \$0        | \$1,500          |
| JJ Harrison   | \$5,000          | \$0        | \$5,000          |
| Hillsboro Hops  | \$10,000         | \$0        | \$10,000         |
| Pendleton Roundup   | \$20,000         | \$0        | \$20,000         |
| St. Paul Rodeo  | \$9,000          |            |                  |
| dp-PRO Sponsorship  | \$750            | \$0        | \$750            |
| NWUCA Directory 1/2 page ad   | \$1,050          | \$0        | \$1,050          |
| <b>SUBTOTAL</b>   | <b>\$53,300</b>  | <b>\$0</b> | <b>\$53,300</b>  |
| <b>MISC. #518</b>   |                  |            |                  |
| Other (general)   | \$10,000         | \$0        | \$10,000         |
| OUCC Joint States Assistance (was line item #516)                             | \$10,000         | \$0        | \$10,000         |
| Standard Manuals  | \$10,000         | \$0        | \$10,000         |
| Spanish version   |                  | \$0        |                  |
| English version   |                  | \$0        |                  |
| Dashboard Calendars   | \$12,000         | \$0        | \$12,000         |
| <b>SUBTOTAL</b>   | <b>\$42,000</b>  | <b>\$0</b> | <b>\$42,000</b>  |
|   | <b>\$304,300</b> | <b>\$0</b> | <b>\$304,300</b> |

## 2022 Training & Education Budget Forecast

| Line Item #520 on monthly budget report, will include the following:   | BUDGET          | PAID            | DIFFERENCE |                 |
|--|-----------------|-----------------|------------|-----------------|
| <b>Training</b>  |                 |                 |            |                 |
| Locator Training Classes: includes virtual and in class sessions<br>3 Virtual Classes and 3 In-person Classes taught by Bob N. | \$25,000        |                 |            |                 |
| Excavator Safety Training<br>2 In-person classes taught by Clint K.  | \$14,000        |                 |            |                 |
| Digging Danger Videos<br>On-line Excavation Safety 101: maintenance cost   | \$300<br>\$800  |                 |            |                 |
| <b>SUBTOTAL</b>  |                 | <b>\$40,100</b> | <b>\$0</b> | <b>\$40,100</b> |
| <b>Printed Materials</b>   |                 |                 |            |                 |
| 3- folded OR811 Brochure: English & Spanish  | \$3,200         |                 |            |                 |
| Pocket Guide: English & Spanish  | \$2,000         |                 |            |                 |
| 2-sided Excavator Checklist - laminated  | \$2,000         |                 |            |                 |
| 2022 OUNC Calendar- print 2,000  | \$8,000         |                 |            |                 |
| <b>SUBTOTAL</b>  |                 | <b>\$15,200</b> | <b>\$0</b> | <b>\$15,200</b> |
| <b>Sponsorships</b>  |                 |                 |            |                 |
| Mid Oregon Safety Summit<br>(GOSH Conference is in 2023)   | \$1,500         |                 |            |                 |
| <b>SUBTOTAL</b>  |                 | <b>\$1,500</b>  | <b>\$0</b> | <b>\$1,500</b>  |
|  | <b>\$56,800</b> | <b>\$0</b>      |            | <b>\$56,800</b> |