

DRAFT Meeting Minutes
September 14, 2022
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS
Meeting available on Zoom

Board members in attendance as follows: X = present O = absent P = phone participant

X	Kyle Thomas OUCC	O	Micah Brown NULCA	X	Scott Crosby Regulated Telecom <50K Access Lines	X	Andy Crocker Special Districts
X	Nathan Rivera Municipal Electric	X	Jaimie Lemke Natural Gas Distribution	X	Melanie Lewis Regulated Electric	X	Alba Dawn Vogland Counties
O	Sean Tarter Cities Population <25K	X	Lee Tumminello Cities Population >25K	X	Johnny Sapp ODOT	X	Mitch Burghlea Cable TV
	OPUC		Telecom Cooperatives	X	Connor Toney Excavators	X	Jessica Epley Telecom >50K Access Lines
X	Paul Schmidt Contractors	X	Brewster Whitmire Electric Cooperatives	O	Dale Bromaghin Interstate Natural Gas Pipeline		Open National Telecom Damage Prevention
				P	Megan Moore Public Utility Districts		Open Railroads

Others in attendance were: Josh Thomas - OUNC Executive Director, Kitty O’Keefe – OUNC Administrative and Outreach Coordinator, Scott Gallegos- OCC, Frank Planton- OCC, Adam Franco- OCC, Isaac Myron- Cascade Natural Gas, Kevin Hennessey- OPUC

Introductions: Melanie welcomed everyone to the meeting and introductions were completed.

Safety Moment – Megan Moore shared about school bus safety to include new technology coming to school buses. She reminded the board that school is back in session and to be mindful of what is going on around you.

Adopt Previous Board Meeting Minutes: Nate Rivera moved to accept the August minutes as amended, Paul Schmidt seconded. vote record 9-14-22-01

Open Testimony: Michell Tyree shared a situation where core drilling was happening near a high pressure gas line without locates. They were stopped and directed to get locates, then they were stopped again the next day. OSHA was notified and responded and the issue was resolved.

Michelle shared her concern around the lengthiness of the PUC complaint form. She shared that she has filled out the form and it was denied for being incomplete. She said she would like to see a new process that would allow for a more speedy response from the PUC to match the abilities of OSHA.

Discussion followed regarding the complaint form. Kevin will be sending Cody Cox down to help explain the processes for filing complaints. Kevin also shared that the PUC has a phone number as well to call for more immediate questions.

Kevin will reach out to Michelle offline for follow up

OUNC Operations Report: Scott Gallegos

August 2022 Highlights

Incoming Tickets
32,816 Up 3.05% from August 2021
 Up 0.04% YTD from 2021

Outgoing Tickets
180,327 Up 0.37% from August 2021
 Down 3.68% YTD from 2021

In/Out Ratio
5.5 5.64 August 2021

ITIC Tickets **% ITIC**
23,210 70.61% of total locates
 72.40% in July of 2021

Scott updated the board that both the improved readability of driving directions and marking instructions as well as the enhanced excel output features have been advanced in process and should be in the next release

Adding information for homeowners to the homeowner response ticket will be in the next phase

Scott met with Josh and Frank to run through the past due report, which was dwindled down from 28 pages to 9.

Josh summarized the write offs that were removed from the list as well as some issues.

Frank and Adam followed up with some history.

Jessica asked if this is something that the PUC could enforce. Kevin responded that his first thought would be that this is a board operation issue and might need a board response.

Josh will check with the DOJ and the Department of Revenue on the issue

OUNC Billing & Aging Report: All Board Members have been emailed copies of the billing reports for the current month.

Treasurer Report: Melanie Lewis. Melanie shared the current board report.

Paul Schmidt made a motion to accept the August treasurers' reports. Jessica Epley seconded. [vote record 9-14-22-02](#)

Board of Directors Officer's Reports:

Chair's Report: Micah Brown – Not present

Vice Chair Report: Melanie Lewis – Nothing to report

Treasurer Report: Melanie Lewis (Interim) – Nothing to report

Secretary Report: Paul Schmidt- Nothing to report

PUC Representative Report: Kevin Hennessey –Kevin updated the board on their request for information on the type of complaints they are receiving and they are working with their IT group to get better reports for the board.

Melanie asked if there is an eta to which Kevin replied, not at this time.

Melanie asked why this has to go through IT. Kevin explained that this is moving to an automated system that requires IT involvement.

OUNC Staff report: Josh Thomas and Kitty O'Keefe

- Josh updated the group that all submitted members have been accepted
- Excavator training have taken up the bulk of Josh's time
 - 16 classes
 - 300+ attendees
- Joint states presentation with Royle media
- Dirt report data and analysis
 - Josh is still working through the data
 - Josh highlighted some areas of focus

- Design Review System
 - Josh has shared the DOJ guidance
- Strategic plan and budget planning to meet next week
- Financial audit
 - Meeting tomorrow to discuss
- Legislative priorities
 - Tariff exemptions
 - Mandatory positive response
 - Mandatory white lining
 - Paint marking remediation

Nate asked if other boards carried a railroad seat. The general consensus was that they are not typically represented.

Josh shared Lee's suggestion to remove phone numbers from websites.

Jessica Epely made a motion to remove member phone numbers from the website. Jaimie Lemke seconded. [vote record 9-14-22-03](#)

Kyle brought up the issue around enforcement regarding Design Information changes and potential costs to implement.

Kevin mentioned that the board has authority to operate the One Call Center which could include this design locate process without needing an OAR.

Scott Gallegos clarified that there is no additional cost associated with this from One Call Concepts

Discussion followed on Design locates

Committee Reports: Melanie reminded the board that all are welcome to participate on all committees.

Kyle said that he supports a regular meeting schedule for committees

Oregon Administrative Rules (OAR'S) & Tariff: Micah Brown – nothing new to report.

Publicity Committee: Scott Crosby – Josh updated the board on the ongoing campaigns

- 811 day recap

- News release
- Radio interview
- Enhanced media coverage
- Safety night at Hillsboro Hops
- Announcement from JJ Harrison
- Carvertise continuing their presence

Jessica shared a complaint from a homeowner regarding excessive marking and unexpected people on their property. Discussion followed.

Kitty and Josh are meeting Monday to discuss budget for Publicity and Education

Budget Audit and Tariff Committee: Melanie Lewis – Josh updated the group on the ongoing audit.

Training and Education Committee: Mitch Burghlea – Mitch thanked Josh and Kitty for the work they are doing.

Policy and Procedures Committee: Jessica Epley – Ad Hoc committee- Nothing to report

Melanie asked if the committee needs to meet.

Jessica Epley made a motion to amend Policy and Procedures manual 3.5.4 to read “ranging from \$.01 to \$25”. Jaimie Lemke seconded. Motion voted down. [vote record 9-14-22-04](#)

This discussion will be tabled until more information is available.

Oregon Utilities Coordinating Council (OUCC) Report: Kyle Thomas- Kyle shared that the OUCC met yesterday. There was good discussion on several topics.

- There was some question as to the mapping of Kalamath
 - Scott will have the ITIC coordinators look at regional mapping
- Kyle mentioned the DIRT reporting and shared that the UCC would be interested in this data on a more frequent basis
- Kyle shared that the OUCC is interested in more information on marketing
- Some remote councils are rebuilding and a few more need more specific attention
- Scott shared that the board approved \$20,000 for a media campaign to be determined.

National Industry News: NULCA, CGA, Open Discussion:

Old business:

Nominations

- Chair
 - Jessica Epley
 - Melanie Lewis
- Vice Chair
 - Melanie Lewis
 - Jaimie Lemke
 - Jessica Epley
 - Paul Schmidt
- Secretary
 - Paul Schmidt
 - Kevin Hennessey
 - Lee Tumminello
- Treasurer
 - Alba Vogland
 - Melanie Lewis
 - Jessica Epley
 - Kyle Thomas

Melanie reminded the group that elections will be held at the next meeting.

Josh shared that if there is any desire to get something into legislation the board would need to make a decision at this meeting. Discussion followed.

Josh will prepare a brief for the board to be presented over the next couple of meetings.

Jessica Epley made a motion that OUNC submit legislative concept to revise the exemptions contained in ORS 757.552(4). Johnny Sapp seconded. [vote record 9-14-22-05](#) Opposed Nate Rivera and Kyle Thomas. Motion passed

New Business:

Jessica shared a concern that the board does not have a clear picture regarding the violations of the rules in regards to complaints that are being filed. She shared an instance of a complaint that she filed on an operator that didn't respond and her complaint was dismissed because they didn't provide proof of excavation.

Jessica also shared a concern about where funding from violations is going.

Kevin shared that they are working toward creating a clear picture of complaints and referrals

Good of the Order:

Jessica Epley made a motion to adjourn the meeting. Paul Schmidt seconded the motion. **vote record 9-14-22-06**

Meeting Adjourned.

Voting Record
Motion 9-14-22-01

Y	Kyle Thomas OUCC	N P	Micah Brown NULCA	Y	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
Y	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Sean Tarter Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Johnny Sapp ODOT	N P	Mitch Burghlea Cable TV
	OPUC		Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Paul Schmidt Contractors	Y	Brewster Whitmire Electric Cooperatives	N P	Dale Bromaghin Interstate Natural Gas Pipeline		Open National Telecom Damage Prevention
				N P	Megan Moore Public Utility Districts		Open Railroads

Summary

Yes = 14

No = 0

Not Present = 4

Abstained= 0

Voting Record
Motion 9-14-22-02

Y	Kyle Thomas OUCC	N P	Micah Brown NULCA	Y	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
Y	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Sean Tarter Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Johnny Sapp ODOT	Y	Mitch Burghlelea Cable TV
	OPUC		Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Paul Schmidt Contractors	Y	Brewster Whitmire Electric Cooperatives	N P	Dale Bromaghin Interstate Natural Gas Pipeline		Open National Telecom Damage Prevention
				N P	Megan Moore Public Utility Districts		Open Railroads

Summary

Yes = 15

No = 0

Not Present = 3

Abstained= 0

Voting Record
Motion 9-14-22-03

Y	Kyle Thomas OUCC	N P	Micah Brown NULCA	Y	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
Y	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Sean Tarter Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Johnny Sapp ODOT	Y	Mitch Burghlea Cable TV
	OPUC		Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Paul Schmidt Contractors	Y	Brewster Whitmire Electric Cooperatives	N P	Dale Bromaghin Interstate Natural Gas Pipeline		Open National Telecom Damage Prevention
				N P	Megan Moore Public Utility Districts		Open Railroads

Summary

Yes = 15

No = 0

Not Present = 3

Abstained = 0

Voting Record
Motion 9-14-22-04

N	Kyle Thomas OUCC	N P	Micah Brown NULCA	N	Scott Crosby Regulated Telecom <50K Access Lines	N	Andy Crocker Special Districts
N	Nathan Rivera Municipal Electric	N	Jaimie Lemke Natural Gas Distribution	N	Melanie Lewis Regulated Electric	N	Alba Dawn Vogland Counties
N	Sean Tarter Cities Population <25K	N	Lee Tumminello Cities Population >25K	N	Johnny Sapp ODOT	N	Mitch Burghlelea Cable TV
	OPUC		Telecom Cooperatives	N	Connor Toney Excavators	N	Jessica Epley Telecom >50K Access Lines
N	Paul Schmidt Contractors	N	Brewster Whitmire Electric Cooperatives	N P	Dale Bromaghin Interstate Natural Gas Pipeline		Open National Telecom Damage Prevention
				N P	Megan Moore Public Utility Districts		Open Railroads

Summary

Yes = 0

No = 15

Not Present = 4

Abstained= 0

Voting Record
Motion 9-14-22-05

N	Kyle Thomas OUCC	N P	Micah Brown NULCA	Y	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
N	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Sean Tarter Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Johnny Sapp ODOT	Y	Mitch Burghlea Cable TV
	OPUC		Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Paul Schmidt Contractors	Y	Brewster Whitmire Electric Cooperatives	N P	Dale Bromaghin Interstate Natural Gas Pipeline		Open National Telecom Damage Prevention
				N P	Megan Moore Public Utility Districts		Open Railroads

Summary

Yes = 13

No = 2

Not Present = 4

Abstained= 0

Voting Record
Motion 9-14-22-06

Y	Kyle Thomas OUCC	N P	Micah Brown NULCA	Y	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
Y	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Sean Tarter Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Johnny Sapp ODOT	Y	Mitch Burghlea Cable TV
	OPUC		Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Paul Schmidt Contractors	Y	Brewster Whitmire Electric Cooperatives	N P	Dale Bromaghin Interstate Natural Gas Pipeline		Open National Telecom Damage Prevention
				N P	Megan Moore Public Utility Districts		Open Railroads

Summary

Yes = 15

No = 0

Not Present = 4

Abstained= 0