

February 27, 2023  
Board of Directors  
Interested Parties

## **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)

March 8, 2023  
Best Western Oceanview  
414 N Promenade – Lewis & Clark 1  
Seaside, Oregon 97138

Join us virtually via Zoom Meeting:  
<https://us06web.zoom.us/j/89768284722?pwd=SUtQOWVuMUJtSnFCRjRVbWYxa1RPUT09>

Meeting ID: 897 6828 4722  
Passcode: 697035  
One tap mobile  
+12532050468, 89768284722#, \*697035# US

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 O'Keefe at 503-781-6988 or [kitty@digsafelyoregon.com](mailto:kitty@digsafelyoregon.com). Please note that the OUNC records board meetings as a backup for meeting minutes.

Lee Tumminello  
OUNC Board Secretary

*Lee Tumminello*

Enclosures

cc: Scott Gallegos, One Call Concepts General Manager

**Conflict of Interest:** Oregon Government Ethics law defines actual conflict of interest [ORS 244.020(1)] and potential conflict of interest [ORS 244.020(13)]. In brief, a public official is met with a conflict of interest when participating in official action which could result in a financial benefit or detriment to the public official, a relative of the public official or a business with which either are associated.

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

CHAIR: Melanie Lewis

DATE: Wednesday, March 8, 2023  
TIME: 9:00 a.m. - CALL TO ORDER

Location:  
Best Western Oceanview  
414 N Promenade – Lewis & Clark 1  
Seaside, Oregon 97138

Join us virtually via Zoom Meeting:  
<https://us06web.zoom.us/j/89768284722?pwd=SUtQOWVvMUJtSnFCRjRVbWYxa1RPUT09>

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## **AGENDA**

OUNC Business Meeting – record meeting

### **#1 OUNC Board of Directors Chair**

- Call to order
- Roll call of all present
- Today's meeting logistics and safety briefing
- Announce visitor registration and testimony sheets
- Safety Moment – Paul Schmidt
- Review, approve and/or amend the previous month Board meeting minutes.

### **#2 Open testimony when called upon by Board Chair**

- Open testimony – 5 minutes each

### **#3 OUNC Billing & Aging**

(Scott Gallegos, One Call Concepts)

- Past Due Accounts
- Revenue vs. costs
- Update on back billing, communications with subscribers

### **#4 OUNC Operations Report**

(Scott Gallegos, One Call Concepts)

- Operations statistics
- Call Center issues

### **#5 Treasurer's Report – Alba Vogland**

- Review, Amend, and/or approve changes to previous reports

#6 OUNC Board of Directors Officers Report

- Chairperson – Melanie Lewis
- Vice Chairperson – Jaimie Lemke
- Treasurer – Alba Vogland
- Secretary – Lee Tumminello
- PUC Representative – Kevin Hennessy

#7 OUNC Staff Report – Josh Thomas & Kitty O’Keefe

#8 Executive Session Scheduled in accordance with ORS 192.660 2(i)

20 MINUTE BREAK

**OUNC BOARD OF DIRECTORS STANDING COMMITTEE REPORTS**

#1 OREGON ADMINISTRATIVE RULES (OARs):

JESSICA EPLEY - CHAIR

|          |                |                |                |
|----------|----------------|----------------|----------------|
| Members: | Melanie Lewis  | Micah Brown    | Mitch Burghlea |
|          | Scott Crosby   | Jaimie Lemke   | Kevin Hennessy |
|          | Lee Tumminello | Alba Vogland   | Andy Crocker   |
|          | Kyle Thomas    | *Sean Crosby   | *Jim Walton    |
|          | *Josh Thomas   | *Kitty O’Keefe | *Kim Boyd      |
|          | *Jeff Cox      | *Larry Melzer  |                |

a. General Report

#2 PUBLICITY COMMITTEE: SCOTT CROSBY – CHAIR

(Merchandise, Sponsorships, Advertising/Media & Website)

|          |                         |               |                |
|----------|-------------------------|---------------|----------------|
| Members: | Melanie Lewis           | Jaimie Lemkie | Mitch Burghlea |
|          | Connor Toney            | Sean Tarter   | *Kitty O’Keefe |
|          | Megan Moore             | Alba Vogland  | *Josh Thomas   |
|          | *Konstantin Chumachenko |               |                |

a. General Report

## ACTIVE AD HOC COMMITTEE REPORTS

### #1 BUDGET, AUDIT & TARIFF COMMITTEE: ALBA VOGLAND – CHAIR

Members:   Melanie Lewis       Micah Brown       Nate Rivera  
              Alba Vogland       Johnny Sapp       Lee Tumminello  
              \*Kitty O'Keefe       \*Josh Thomas

a. General Report

### #2 TRAINING & EDUCATION: MITCH BURGHELEA - CHAIR

(Locator Training & Excavator Training)

Members:   Melanie Lewis       Micah Brown       Connor Toney  
              Scott Crosby       Paul Schmidt       Kevin Hennessy  
              Alba Vogland       Megan Moore  
              \*Kitty O'Keefe       \*Josh Thomas

a. General Report

### #3 POLICY & PROCEDURES COMMITTEE: JESSICA EPLEY – CHAIR

Members:   Melanie Lewis       Micah Brown       Johnny Sapp  
              Alba Vogland       Sean Tarter       Kevin Hennessy  
              \*Kitty O'Keefe       \*Josh Thomas

a. General Report

### #4 NOTIFICATION BOUNDARIES COMMITTEE: KEVIN HENNESSY – CHAIR

Members:   Melanie Lewis       Micah Brown       Mitch Burghlea  
              Andy Crocker       Sean Tarter       Lee Tumminello  
              \*Josh Thomas       \*Kitty O'Keefe

a. General Report

" \* = non-voting member "

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OREGON UTILITIES COORDINATING COUNCIL REPORT: Kyle Thomas

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

OLD BUSINESS:

NEW BUSINESS:

FOR THE GOOD OF THE ORDER:

Next Scheduled OUNC Board of Directors Meeting:

April 12, 2023  
The Grand Hotel - Boardroom  
201 Liberty Street SE  
Salem, Oregon 97301  
(Zoom link to be scheduled closer to meeting date)

A light continental breakfast and lunch will be provided for board members and registered attendees