

Budget & Audit Committee Minutes

Wednesday, February 8, 2023, 8:00 a.m.

Hybrid Meeting at Clackamas Community College in Wilsonville

Members: Alba Vogland, Melanie Lewis, Jaimie Lemke, Kyle Thomas, Kevin Hennessy, Lee Tuminello, *Josh Thomas, and *Kitty O'Keefe.

Guests: Scott Gallegos/One Call Concepts

1. Announcements and Introductions
 - a. Alba called the meeting to order at 2:07 p.m. and introductions were made.
 - b. A motion was made by Kyle to approve the minutes from Dec. 13, 2022, and 2nd by Melanie. Kitty to post on website.
 - c. Alba thanked guests and members for attending.
2. New Business
 - a. Deciding on committee/staff responsibility for auditing One Call Concepts calls and criteria/frequency (or refer this to another committee)
 - i. Tabled discussion
3. Old Business
 - a. Review December financials and close out 2022 budget.
 - i. Josh shared his screen and members reviewed his report.
 - ii. Josh shared that 99% of OUNC revenue comes from the Call Center. His projection and forecast are a 3-5 year average.
 - iii. The In and Out Ratio trend is going down.
 - iv. Net revenue from the call center in 2022 was \$530K.
 - v. 2.75% based on CPI increase.
 - vi. Discussion of potential cuts in 2023: advertising, travel, public support.
 - vii. \$160,000 was used from last year's reserves.
 - viii. Kevin shared his screen to discuss In & Out Ratio. Investigative strategy was suggested.
 - ix. Kyle shared, if revenue is based on where utilities are, this can be an operational issue. Not all maps indicated there are utilities.
 - x. Scott reminded members to drive ITIC. How do we market this?
 - xi. Josh will bring 3 things to the board meeting: proposed necessary cuts, cost control/spending freeze and reducing forecast.
 - b. Review/recommend amendments to the 2023 to bring back to the OUNC Board
 - i. Motion was made by Melanie: Amend the proposed budget from December 2022 to Josh's updated 2023 forecast budget. Lee 2nd the motion. Motion passed.
4. For the Good of the Order
 - a. Do we want an Ad Hoc committee meeting to discuss 'Investigation Suggestion' for In & Out Ratio?
 - i. Melanie said this is discussion for later. Tabled discussion.
5. Next Meeting
 - i. tbd

Meeting adjourned at 8:54 a.m.

Minutes submitted by Kitty O'Keefe 2.10.23