

January 2, 2019  
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)

**January 9, 2019                      TIME: 9:00 AM**

**LOCATION:                      NW Natural – Albany  
Conference Room  
7150 Supra Drive S.W.  
Albany, OR 97321**

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.



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, January 9, 2019

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

LOCATION: NW Natural – Albany  
7150 Supra Drive S.W.  
Albany, OR 97321

## **AGENDA**

### OUNC Business Meeting

#### #1 OUNC Board of Directors Chair

- Call to order
- Roll call of all present
- Announce visitor registration and testimony sheets
- 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

#### #4 OUNC Operations Report

(Greg Snyder, One Call Concepts)

- Operations statistics
- Call Center issues

#### #5 OUNC Billing & Aging

(Greg Snyder, One Call Concepts)

- Past Due Accounts
- Revenue vs. costs

#### #6 Treasurer's Report

(Joyce Nelsen, Board Treasurer)

- Review, Amend, and/or approve changes to previous reports
- Profit and Loss Report, Account Balances, Transaction Report

#### #7 OUNC Board of Directors Officer's Report

- Chairperson – Scott Gallegos
- Vice Chairperson – Micah Brown
- Treasurer – Joyce Nelsen
- Secretary – Ryan Sandhu

- PUC Representative – Lori Koho

#8 Executive Session\* -None Scheduled

15 MINUTE BREAK

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

#1 BUDGET & AUDIT COMMITTEE: JOYCE NELSEN - CHAIR

Members: Scott Gallegos Ryan Sandhu Johnny Sapp

- a. General Report
- b. Discussion on exempt customers

#2 CONTRACTS: SHANNON POTTER - CHAIR

Members: Scott Gallegos Ryan Sandhu Micah Brown

- a. General Report

#3 DAMAGE REPORTING/DIRT: LORI KOHO - CHAIR

Members: Scott Gallegos Shannon Potter Mitch Burghelea

Geneece McKay \*Dawn Hickson

\*David Sisson \*Kitty Davis

- a. General Report

#4 OREGON ADMINISTRATIVE RULES (OARs) & TARIFF:

MICAH BROWN - CHAIR

Members: Scott Gallegos Lori Koho

Mitch Burghelea \*Kitty Davis

- a. General report

#5 POLICY & PROCEDURES COMMITTEE: JOHNNY SAPP - CHAIR

Members: Scott Gallegos John Norrena Joyce Nelsen

Geneece McKay

- a. General Report

#6 PUBLICITY COMMITTEE: FRED CORONA - CHAIR

(Merchandise, Sponsorship events, Media & Website)

Members: Scott Gallegos Joyce Nelson

Ryan Sandhu Tim Smith \*Kitty Davis

\*Luc Fortier

- a. General Report

#7 ENFORCEMENT COMMITTEE: MICAH BROWN – CHAIR

Members: Scott Gallegos Shannon Potter  
Lori Koho Geneece McKay  
Mitch Burghelea

- a. General Report

#8 TRAINING & EDUCATION: MITCH BURGHELEA -CHAIR

(Locator training, Law Updates & Special Service)

Members: Scott Gallegos Micah Brown Geneece McKay  
\*Kitty Davis

- a. General Report

#9 MEMBERSHIP: LORI KOHO – CHAIR

Members: Scott Gallegos

- a. General report
- b. Membership renewal and expiration report
- c. New member appointment status report

#10 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:

SCOTT GALLEGOS - OUCC PRESIDENT

Members: \*Kitty Davis

- a. General report

#11 EXECUTIVE DIRECTOR SELECTION COMMITTEE:

RYAN SANDHU - CHAIR

Members: Scott Gallegos Joyce Nelson Micah Brown  
Lori Koho Chris Grissom Nate Rivera  
\*Kitty Davis

- a. General report

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

- a. General Report

OLD BUSINESS:

- Tariff Exception Letter

NEW BUSINESS:

FOR THE GOOD OF THE ORDER:

Next Currently Scheduled OUNC Board of Directors Meeting:

Date: February 13, 2019

Location: Clackamas Community College  
Wilsonville Training Center – Room 210  
29353 SW Town Center – Loop E  
Wilsonville, OR 97070

