

January 18, 2024
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

Thursday, February 15, 2024
Hilton Garden Inn
30800 SW Parkway Ave.
Wilsonville, Oregon 97070

Join Zoom Meeting

<https://us06web.zoom.us/j/81404486544?pwd=wVbOZ3askzXX3ycbAdtrcwpp72LZGn.1>

Meeting ID: 814 0448 6544

Passcode: 722176

Anyone wishing to give testimony to the board must first sign-in on the Testimony Register prior to the beginning of the meeting. Those registered to testify will be recognized in the order in which they signed up, and each individual will be given five minutes to speak on the record. Each speaker shall submit written testimony that accompanies the verbal statement(s), prior to addressing the Board. Those presenting a formal proposal must complete a Concept Submission Form, available on the OUNC website or by request of OUNC staff:

[LINK TO Concept Submission Form](#)

No more than 45 minutes in total will be allowed for all open testimony. If time runs short, written testimony shall be submitted in lieu of a verbal statement. Special exceptions to these criteria can be allowed at the discretion of the Board Chairperson. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Kitty O'Keefe at 503-781-6988 or kitty@digsafelyoregon.com.

Please note that the OUNC records board meetings as a backup for meeting minutes.

Lee Tumminello
OUNC Board Secretary


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. OUNC Board members must announce publicly the nature of a conflict of interest during the meeting. If it is a potential conflict of interest, they may continue to participate in the discussion, debate or vote on the matter. If it is an actual conflict of interest, they must refrain from participating in any discussion, debate or vote on the matter per ORS 244.120(2). If their vote is necessary to take action, that member may cast a vote without participating in discussion or debate on the issue.

OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING

CHAIR: Melanie Lewis

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AGENDA

OUNC Business Meeting – **Board Packet**

#1 OUNC Board of Directors Chair

- Call to order
- Roll call of all present, confirmation of quorum and simple majority
- Today's meeting logistics and safety briefing
- Announce visitor registration and testimony sheets
- Safety Moment – Robbie West
- Review, amend and approve the previous quarter Board meeting minutes.

#2 Open testimony when called upon by Board Chair

- Open testimony – 5 minutes each

#3 OUNC Operations Report

(Scott Gallegos, One Call Concepts)

- Financial Report: Past Due Accounts, Billings, and Revenue
- Operations statistics
- Call Center issues and communication with subscribers
- 'Ratio reduction and the impact on the board/utilities' presentation

#4 Treasurer's Report – Alba Vogland

- Review, Amend, and/or approve changes to previous reports – A motion will be needed to approve the report.
 - PROPOSED MOTION: "I move to approve the Treasurer's Report as presented"

#5 OUNC Board of Directors Officers Report

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

- #6 OUNC Staff Report – Josh Thomas & Kitty O’Keefe
- Request proposed motion for designated authority

#7 Executive Session Scheduled in accordance with ORS 192.660, if needed.

OUNC BOARD OF DIRECTORS STANDING COMMITTEE REPORTS

To view full committee members, [click here](#)

#1 OREGON ADMINISTRATIVE RULES (OARs): JESSICA EPLEY - CHAIR

- a. General Report
- b. Rule Making Process

#2 PUBLICITY COMMITTEE: JAIMIE LEMKE – CHAIR

(Sponsorships, Advertising/Media, Website, & Merchandise)

- a. General Report

ACTIVE AD HOC COMMITTEE REPORTS

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

- a. General Report
- b. Discussion Items:
 - Service Tariff

#2 TRAINING AND EDUCATION: MITCH BURGHELEA - CHAIR

(Locator Training & Excavator Training)

- a. General Report
- b. **2024 Schedule for classes**

#3 POLICY AND PROCEDURES COMMITTEE: JESSICA EPLEY – CHAIR

- a. General Report

#4 NOTIFICATION BOUNDARIES COMMITTEE: KEVIN HENNESSY – CHAIR

- a. Request motion to close committee and refer business to Budget, Audit, and Tariff Committee

#5 DATA AND RESEARCH COMMITTEE: LEE TUMMINELLO - CHAIR

- a. General Report

OREGON UTILITIES COORDINATING COUNCIL REPORT: LYNN DETERING

- a. Report on finances, priorities, and accomplishments.

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

- a. **CGA Conference** – April 14 – 18, 2024 Colorado Springs, CO

OLD BUSINESS:

NEW BUSINESS:

- a. Creation of Ad hoc Contract Committee

FOR THE GOOD OF THE ORDER:

- a. Service Recognition: Johnny Sapp

The OUNC Board of Directors has transitioned from monthly to quarterly meetings.

The next scheduled meeting will be:

Thursday, April 4, 2024

Best Western, Hood River - Oregon

(Zoom link to be scheduled closer to meeting date)

2024 OUCC/OUNC Meeting Calendar:

April 3, OUCC – Best Western – Hood River

April 4, OUNC – Best Western – Hood River

July 17, OUCC – Salishan Resort – Gleneden Beach

July 18, OUNC – Salishan Resort – Gleneden Beach

October 16, OUCC – The Gordon Hotel – Eugene

October 17, OUNC – The Gordon Hotel – Eugene

*Breaks will be taken frequently throughout the meeting

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