

Meeting Minutes  
February 15, 2024  
**OREGON UTILITY NOTIFICATION CENTER**  
**BOARD OF DIRECTORS**  
Meeting available on Zoom

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

	Oucc	X	KC Chumachenko NULCA	O	Scott Crosby Regulated Telecom <50K Access Lines	X	Andy Crocker Special Districts
P	Nathan Rivera Municipal Electric	X	Jaimie Lemke Natural Gas Distribution	X	Melanie Lewis Regulated Electric	X	Alba Dawn Vogland Counties
X	Robbie West Cities Population <25K	P	Lee Tumminello Cities Population >25K	X	Lucas Schauffler ODOT	P	Mitch Burghlea Cable TV
X	Kevin Hennessey OPUC	X	Matthew Barrett Telecom Cooperatives	P	Connor Toney Excavators	X	Jessica Epley Telecom >50K Access Lines
X	Nathan Taylor Contractors	P	Brewster Whitmire Electric Cooperatives	O	Dale Bromaghin Interstate Natural Gas Pipeline	P	Megan Moore Public Utility Districts
							Open Railroads

**Others in attendance were:** Josh Thomas - OUNC Executive Director, Kitty O’Keefe – OUNC Executive Assistant and Outreach Coordinator, Scott Gallegos- OCC, Frank Planton- OCC, Kim Boyd- One Call Concepts, Tiffany Evans- OCC, Micah Brown- Ziply

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

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**Safety Moment** – Robbie West- Robbie shared an example of a locator that “refreshed” their marks rather than hooking his locator back up, which resulted in a damage. Always hook up and always try to control the scene with other contracts.

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**Adopt Previous Board Meeting Minutes:** Alba Vogland moved to accept the December minutes as presented, Jaimie Lemke seconded. vote record 2-15-24-01

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## Open Testimony:

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**OUNC Operations Report:** Scott Gallegos reviewed 2023 numbers as well as January numbers.

### January 2024 Highlights

**Incoming  
Tickets**

24,727      Down 6.31% from Jan 2023  
Down 6.31% YTD from 2023

**Outgoing  
Tickets**

143,773      Up 0.56 % from Jan 2023  
Up 0.56 % YTD from 2023

**In/Out Ratio**

5.81      5.42 Jan 2023

**ITIC Tickets**

19,298      % ITIC  
78.04% of total locates  
71.88 in Jan of 2023

**OUNC Billing & Aging Report:** The Board has been emailed copies of the billing reports for the current month.

Scott shared an issue OCC has encountered where tickets are not being received by certain members. Scott and Josh met and moving forward, OCC will make an attempt to contact these facility operators twice by phone, email and certified mail as well, they will make an attempt to do a web search for contact information. Once this is complete, Scott will send Josh a list of members that have not been able to be reached and Josh will take this and respond with either a decision to remove the member or to provide a contact solution.

Josh shared a records request OCC received that was resolved by OCC.

Josh shared a concept submission where the members of Mid-Willamette UCC were asking the board to require an address or auto populate an address when a location is submitted that is not connected to a parcel. Josh and Scott will reach out to the MWUCC to attempt to resolve the issue.

Josh brought up 811 assist. Scott shared that there is a company in other states that is trying to start a business where they enter tickets for excavators. 811 assist has been identified as entering potentially “fake” tickets. OCC will continue to monitor the issue.

Josh shared a ticket language change that is being referred to the Policy and Procedures committee.

Kim and Frank shared a presentation that was presented at the September Users Group speaking to why the In and Out ratio has been dropping over the past few years. There are many contributing factors to include improved mapping and technology. This has created a more valuable ticket for operators.

Kevin asked if there was a header and a way to search for reporting unknown facilities. Scott said that there is a unique header called Report Unknown Facility and OCC will get back to him on a search function.

Scott followed up with the group after lunch that these tickets are not their own headers but are processed as emergency tickets with “Unmarked Facility Found” in the type of work field.

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Nate Rivera shared that there is a presentation in the board docs around a tariff adjustment.

Josh spoke to the highlights of the summary.

Kevin recommended that the board work with OCC to get reporting on the reported square footage/mileage requested.

Discussion followed as to how the board might validate the exemptions noted in statute.

Jessica Epley moved to hold a hearing at the April OUNC Board Meeting for the .09 cent rate adjustment proposed to be implemented on July 1, 2024, Andy Crocker seconded. [vote record 2-15-24-02](#)

Jessica Epley moved to initiate an annual process by which the board will review the Service Tariff Rate on an annual basis for adjustment that is based upon the Consumer Price Index for All Urban Consumers (CPI-U). The first annual review of the service tariff rate would occur in July 2024 in preparation for the 2025 budget cycle. This proposal will be referred to the Budget, Audit and Tariff Committee and Policy and Procedures Committee for review. Andy Crocker seconded. [vote record 2-15-24-03](#)

Jessica Epley moved to discuss an exemption validation process in the policy and procedures committee, Nate Rivera seconded. [vote record 2-15-24-04](#)

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**Treasurer Report:** Alba Vogland- Alba and Josh updated the board on the current treasurer’s report, which can be found in the board report.

Alba shared that there were some accounting issues. Josh updated the group on the issues and that he is working on cleaning that up with The Bookkeeping Company.

Josh updated the board on the board financial statuses.

Discussion around contract considerations and creating contract discussions ensued. Josh will go back to the DOJ for guidance.

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### **Board of Directors Officer’s Reports:**

**Chair’s Report:** Melanie Lewis –Melanie confirmed that she is confirming appointment of all existing committee chairs as is.

**Vice Chair Report:** Jaimie Lemke – Nothing to report.

**Treasurer Report:** Alba Vogland – Nothing to report.

**Secretary Report:** Lee Tumminello- Nothing to report.

**PUC Representative Report:** Kevin Hennessey –Nothing to report.

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**OUNC Staff report:** Josh Thomas - Josh updated the board on upcoming and ongoing events.

- Training classes
  - Sandy, Hillsboro and Bend
- New Publicity Matrix
- Data Committee
  - Damage reporting, Positive response.
- In progress
  - Annual report
  - New member Orientation; Recruitment
  - Training/presentations
  - Publicity, Videos
  - 2024 Retreat- Salishan
- Board Action
  - Designated authority proposal changes
  - Notification center contract
  - Can no-voting committee members make/second a motion.
  - Clothing allowance increase

Jaimie Lemke moved to increase the clothing allowance to \$200 for new members and \$100 for existing members. This balance would not roll over. Matthew Barrett seconded. **vote record 2-15-24-**

**05**

- Travel Budget
  - Josh shared existing budget and dates of travel for 2024.
  - Josh asked for interested people to let him know.
- CGA Town Hall on telecom sector investments boom
  - Feb 29, 10 A.M.
- Letter for members can be written to show value of involvement in the OUNC board.

Melanie and Josh recognized Johnnie Sapp for his service on the OUNC board.

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## **Committee Reports:**

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**Oregon Administrative Rules :** Jessica Epley- OAR committee has not met.

Ongoing issues

- Mandatory damage reporting
  - Header changes
  - Definitions
  - Waiting for CGA language
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**Publicity Committee:** Jaimie Lemke – Jaimie shared there will be a meeting in Feb 27.

Josh updated the group on a new matrix used for publicity efforts.

Josh briefly shared upcoming committee discussion items

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**Budget Audit and Tariff Committee:** Alba Vogland- Alba shared that there is no meeting set but one is expected before the next meeting.

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**Training and Education Committee:** Mitch Burghlea – Josh shared an update on the Mid-Oregon Construction Safety Summit. Approximately 50 in attendance. Josh shared some feedback that was shared.

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**Policy and Procedures Committee:** Jessica Epley – Jessica shared that the committee hasn't met.

Jessica shared that the DOJ has received guidance from the DOJ.

Jessica Epley moved to send issue # 23090035A back to the Policy and Procedure for additional work, Jaimie Lemke seconded. **vote record 2-15-24-06**

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**Notification Boundaries Committee:** Kevin Hennessy- Kevin is still collecting information to facilitate the issues of the committee. Kevin would like to work with Josh on moving this to a different place.

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**Data and Research Committee:** Lee Tumminello – Josh shared a recommendation to make a change to positive response.

Robbie West moved to change the wording in positive response from “Does not Participate” to “Does not participate in electronic positive response”, Jaimie Lemke seconded. [vote record 2-15-24-07](#)

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**Oregon Utilities Coordinating Council (OUCC) Report:** Lynn Detering- Scott Gallegos shared that there is nothing to report.

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**National Industry News: NULCA, CGA, Open Discussion:**

Discussion was had regarding CGA committee meetings.

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**Old business:**

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**New Business:**

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**Good of the Order:**

Josh recognized Jason Williams with NW Natural for his efforts in signage around his territory.

Next meeting is scheduled for April 4<sup>th</sup>.

Jessica Epley made a motion to adjourn the meeting. Jaimie Lemke seconded the motion. [vote record 2-15-24-08](#)

**Meeting Adjourned.**

**Voting Record**  
**Motion 2-15-24-01**

	OUC	Y	KC Chumachenko NULCA	NP	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	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schaufler ODOT	Y	Mitch Burghlelea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	Y	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

**Summary- Yes = 17 No = 0 Not Present = 2 Abstained= 0**

**Voting Record**  
**Motion 2-15-24-02**

	OUC	Y	KC Chumachenko NULCA	NP	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	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schaufler ODOT	Y	Mitch Burghlelea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	NP	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

**Summary- Yes = 16 No = 0 Not Present = 3 Abstained= 0**

**Voting Record**  
**Motion 2-15-24-03**

	OUC	Y	KC Chumachenko NULCA	NP	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	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schauffler ODOT	Y	Mitch Burghlea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	NP	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

Summary- Yes = 16 No = 0 Not Present = 3 Abstained= 0

**Voting Record**  
**Motion 2-15-24-04**

	OUC	Y	KC Chumachenko NULCA	NP	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	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schauffler ODOT	Y	Mitch Burghlea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	NP	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

Summary- Yes = 16 No = 0 Not Present = 3 Abstained= 0



**Voting Record**  
**Motion 2-15-24-05**

	OUCC	Y	KC Chumachenko NULCA	NP	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	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schauffler ODOT	Y	Mitch Burghlea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	NP	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

Summary- Yes = 16 No = 0 Not Present = 3 Abstained= 0

**Voting Record**  
**Motion 2-15-24-06**

	OUCC	Y	KC Chumachenko NULCA	NP	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
NP	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schauffler ODOT	Y	Mitch Burghlea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	NP	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

Summary- Yes = 15 No = 0 Not Present = 4 Abstained= 0

**Voting Record**  
**Motion 2-15-24-07**

	OUCC	Y	KC Chumachenko NULCA	NP	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
NP	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schauffler ODOT	Y	Mitch Burghlea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	NP	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

Summary- Yes = 15 No = 0 Not Present = 4 Abstained= 0

**Voting Record**  
**Motion 2-15-24-08**

	OUCC	Y	KC Chumachenko NULCA	NP	Scott Crosby Regulated Telecom <50K Access Lines	Y	Andy Crocker Special Districts
NP	Nathan Rivera Municipal Electric	Y	Jaimie Lemke Natural Gas Distribution	Y	Melanie Lewis Regulated Electric	Y	Alba Dawn Vogland Counties
Y	Robbie West Cities Population <25K	Y	Lee Tumminello Cities Population >25K	Y	Lucas Schauffler ODOT	Y	Mitch Burghlea Cable TV
Y	Kevin Hennessy OPUC	Y	Matthew Barrett Telecom Cooperatives	Y	Connor Toney Excavators	Y	Jessica Epley Telecom >50K Access Lines
Y	Nathan Taylor Contractors	NP	Brewster Whitmire Electric Cooperatives	NP	Dale Bromaghin Interstate Natural Gas Pipeline	Y	Megan Moore Public Utility Districts
							Open Railroads

Summary- Yes = 15 No = 0 Not Present = 4 Abstained= 0

