

## Damage Reporting/DIRT Committee Minutes -

October 3, 2019 – 3:00 p.m.

Members Called in: Don Moore, Scott Gallegos, Phil Boyle, Mitch Burghlea and Kitty Davis.

1. Announcements and Introductions
  - a. Announcements were made at 3pm
  - b. Chair – Statement – Don welcomed members.
  - c. Minutes from 9.23.19 were reviewed. Any objections? None. Approved and Kitty to post.

## 2. Old Business

- a. Update Statement of Purpose – Members reviewed

### Current Statement of Purpose

To gather statistical data on damages to insure a better loss prevention program.

### Proposed Statement of Purpose

Reduce damages to underground facilities, optimize resources and inform decisions by analyzing data from DIRT and reporting key findings to the OUNC Board of Directors.

- Don will take to the board meeting on 10.8.19 for a motion.

- b. Identify reports and related key finding to be shared with board. Reports should align with goals of committee. - Members reviewed each line item under b) i. and Don will share at board meeting on 10.8.19.

### Reports for October Board Meeting

#### i. 2017 DIRT Report – (See Attachment 1)

- Page 1 – Analytical methods employed
- Page 1 - Primary objectives in CGA's strategic plan.
- Page 1 – Overall rate of damages
- Page 14 – Date and Location of Damages
- Page 16 – Reporting Stakeholders
- Page 18 – Root Cause
- Page 19 – Root Cause by Group
- Page 20 – Root Cause by Reporting Stakeholder
- Page 27 – Excavator Type by Root Cause
- Page 29 – Facilities Affected and Damaged
- Page 36 – Conclusions – Minimize unknown entries into DIRT
- Page 36 – Conclusions – Interpreting trends over time

- ii. Currently available OUCC DIRT Data – Locates, Damages, Damages per 1,000 locates. The reporting period available is January 2019 through June 2019. Members discussed and decided November board meeting to share will do a more complete report. (See Attachment 2)

- iii. Root cause reports from Oregon utilities. Don Moore will ask board members to share reports from their respective organizations. -  
Scott will provide Don a report for him to share at board meeting on 10.8.19

Reports for Future Board Meetings: Members reviewed and discussed.

- iv. Oregon Locates - Last 12 Months (vs. Same Time Period Prior Year)
  - v. Oregon Damages - Last 12 Months (vs. Same Time Period Prior Year)
  - vi. Oregon Root Cause - Last 12 Months (vs. Same Time Period Prior Year)
  - vii. Relevant National DIRT Data – Ad hoc basis
- c. Determine reporting cycle and meeting schedule for this committee through early 2021. The proposal on the table is to present 12 month rolling reports after the close of each quarter. The report to the board may be more timely if the Executive Director is preparing the reports immediately after the close of each quarter.

<u>Committee Meeting</u>	<u>Reporting Period</u>	<u>Report to Board</u>
November 2019	End of Q3 2018 – End of Q3 2019	December 2019
January 2020	Calendar Year 2019	February 2020
April 2020	End of Q1 2019 – End of Q1 2020	May 2020
July 2020	End of Q2 2019 – End of Q2 2020	August 2020
October 2020	End of Q3 2019 – End of Q3 2020	November 2020
January 2021	Calendar Year 2020	February 2020

- d. Other Topics for the Board
    - i. Efforts should be directed towards minimizing the amount of unknown data entries.
    - ii. Mandatory damage reporting should be required. We will advocate using the OAR process to achieve mandatory reporting.
3. New Business - TBD
  4. For the Good of the Order - TBD
  5. Next Meeting – TBD
  6. Meeting adjourned at 3:52 pm