

Training & Education Committee Minutes -

Monday, August 9, 2021

Zoom meeting

Members attending: Mitch Burghlea, Micah Brown, Melanie Lewis, Alba Vogland, John Eckis, Kitty O'Keefe and Josh Thomas.

Agenda

1. Announcements and Introductions
 - a. Mitch called the meeting to order at 10 am and introductions were made.
 - b. Alba moved to accept the minutes with a correction and Micah 2nd the motion. The minutes were accepted. Kitty to post on website.

2. Chair Statement – Mitch shared with members we've kept our locate training going through the pandemic providing virtual classes that UTA provides. We were not able to provide virtual classes this year for our in class Excavator Safety class.

3. New Business-
 - a. Review 2022 T&E Budget
 - i) See Attachment 1
 - ii) Kitty suggested the GOSH and Mid Oregon Safety Summit to be added as a Sponsorship to the budget.
 - b. Discuss upcoming training classes:
 - i) Locate Training for 2022: 3 in person and 3 virtual
 - ii) Excavator Safety Classes with Clint: 2 in person
 - iii) Mitch wants Josh to take over the Ex Safety classes in 2022.
 - iv) Kitty is working on scheduling classes for 2022.
 - c. Discuss Safety Summit
 - i. Kitty reminded members our cost in 2018 was \$47,000 to put on the Safety Summit.
 - ii) Raising funds for sponsorship and vendors is a full time job. Will need others to help.

- iii. Members agreed to keep on the agenda. Look at 2023 or 2024. Consider rotating every 3 or 4 years.
- iv. Remember OCC creative team challenges with their events and our needs. May overlap. Their March's are very busy.
- d. OUNC's 2022 – 12 month calendar
 - i. Print 2k in 2022.
 - ii. Kitty has let the creative team know we are doing this project this year.
 - iii. Would like to include specific dates on the calendar for training classes.
- 4. Old Business - none
- 5. For the Good of the Order – none

Motion to adjourn by Micah & 2nd by Alba. Meeting adjourned at 11 a.m.

Minutes submitted by Kitty O'Keefe on 8.12.21

2022 Training & Education Budget Forecast

Line Item #520 on monthly budget report, will include the following:	BUDGET	PAID	DIFFERENCE	
Training				
Locator Training Classes: includes virtual and in class sessions 3 Virtual Classes and 3 In-person Classes taught by Bob N.	\$25,000			
Excavator Safety Training 2 In-person classes taught by Clint K.	\$14,000			
Digging Danger Videos On-line Excavation Safety 101: maintenance cost	\$300 \$800			
SUBTOTAL		\$40,100	\$0	\$40,100
Printed Materials				
3- folded OR811 Brochure: English & Spanish	\$3,200			
Pocket Guide: English & Spanish	\$2,000			
2-sided Excavator Checklist - laminated	\$2,000			
2022 OUNC Calendar- print 2,000	\$8,000			
SUBTOTAL		\$15,200	\$0	\$15,200
Sponsorships				
Mid Oregon Safety Summit (GOSH Conference is in 2023)	\$1,500			
SUBTOTAL		\$1,500	\$0	\$1,500
	\$56,800	\$0		\$56,800