

February 1, 2022
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

Wednesday, February 9, 2022

Join Zoom Meeting

<https://us06web.zoom.us/j/89477047084?pwd=NmYreDREdGZWTDdVRklxb29KOWI4QT09>

Meeting ID: 894 7704 7084

Passcode: 197154

1-253-215-8782, 89477047084#, *197154# (Tacoma)

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. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for person with disabilities should be made at least 48 hours before the meeting to Kitty O'Keefe at 503-781-6988 or kitty@digsafelyoregon.com.

Paul Schmidt
OUNC Board Secretary

Paul Schmidt

Enclosures

cc: Scott Gallegos, One Call Concepts (OCC) General Manager

OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING

CHAIR: Micah Brown

DATE: Wednesday, February 9, 2022

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

Join Zoom Meeting

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AGENDA

OUNC Business Meeting

#1 OUNC Board of Directors Chair

- Call to order
- Roll call of all present
- Announce visitor registration and testimony sheets
- Safety Moment – Sean Tarter
- 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

#3 OUNC Billing & Aging

(Scott Gallegos, One Call Concepts)

- Past Due Accounts
- Revenue vs. costs

#4 OUNC Operations Report

(Scott Gallegos, One Call Concepts)

- Operations statistics
- Call Center issues

#5 Treasurer's Report

(Melanie Lewis, Board Interim Treasurer)

- Review, Amend, and/or approve changes to previous reports

#6 OUNC Board of Directors Officer's Report

- Chairperson – Micah Brown
- Vice Chairperson – Melanie Lewis

- Treasurer – Melanie Lewis (Interim)
- Secretary – Paul Schmidt
- PUC Representative – Kevin Hennessy (pending appointment)

#7 Executive Assistant and Outreach Coordinator’s Report – Kitty O’Keefe

#8 Executive Director’s Report – Josh Thomas

15 MINUTE BREAK

OUNC BOARD OF DIRECTORS COMMITTEE REPORTS

#1 BUDGET & AUDIT COMMITTEE: MELANIE LEWIS – (Interim Chair)

Members:	Micah Brown	Ryan Sandhu	Nate Rivera
	Johnny Sapp	Melanie Lewis	*Josh Thomas
	*Kitty O’Keefe	*Joyce Nelsen	*Alba Vogland

a. General Report

#2 CONTRACTS: NATE RIVERA - CHAIR

Members:	Micah Brown	Melanie Lewis	Ryan Sandhu
	*Josh Thomas	*Kitty O’Keefe	

a. General Report

#3 DAMAGE REPORTING/DIRT: VACANT - CHAIR

Members:	Micah Brown	Melanie Lewis	Mitch Burghlelea
	Scott Crosby	*Josh Thomas	*Kevin Hennessy
	*Kitty O’Keefe	*Lynsay Demko	

a. General Report

#4 OREGON ADMINISTRATIVE RULES (OARs) & TARIFF:

MICAH BROWN - CHAIR

Members:	Melanie Lewis	Mitch Burghlelea	Scott Crosby
	*Josh Thomas	*Kitty O’Keefe	*Kevin Hennessy
	*Michelle Tyree	*Jeff Cox	*Sean Crosby
	*Larry Melzer	*Kim Boyd	

a. General Report

#5 POLICY & PROCEDURES COMMITTEE: VACANT – CHAIR

Members:	Micah Brown	Melanie Lewis	Johnny Sapp
	*Josh Thomas	*Kitty O’Keefe	
	*Joyce Nelsen		

a. General Report

#6 PUBLICITY COMMITTEE: SCOTT CROSBY – CHAIR

(Merchandise, Sponsorships, Advertising/Media & Website)
Members: Micah Brown Ryan Sandhu Mitch Burghelea
Melanie Lewis Connor Toney
*Kitty O'Keefe *Josh Thomas
*Joyce Nelsen *Konstantin Chumachenko

a. General Report

#7 TRAINING & EDUCATION: MITCH BURGHELEA -CHAIR

(Locator & Excavator Training, Law Updates & Special Service)

Members: Micah Brown Connor Toney Scott Crosby
Paul Schmidt Melanie Lewis *Josh Thomas
*Kitty O'Keefe *Kevin Hennessy

a. General Report

#8 MEMBERSHIP: JOSH THOMAS - CHAIR

Members: Micah Brown Melanie Lewis *Kitty O'Keefe

a. General Report

#9 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:
KYLE THOMAS- PENDING APPOINTMENT

Members: *Scott Gallegos *Kitty O'Keefe *Josh Thomas
*Alba Vogland

a. General Report

#10 EXECUTIVE DIRECTOR SELECTION COMMITTEE:

RYAN SANDHU - CHAIR

Members: Micah Brown Nate Rivera Melanie Lewis
*Kitty O'Keefe *Joyce Nelsen

a. General Report

*“ * = non-voting member ”*

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

a. General Report

OLD BUSINESS:

a. Approval of travel requests for staff

NEW BUSINESS:

FOR THE GOOD OF THE ORDER:

Next Scheduled OUNC Board of Directors Meeting:

- Tentative based upon Covid safety protocols

March 9, 2022

Location:

Salishan Coastal Lodge

7760 US 101

Gleneden Beach Oregon 97388

(Zoom link to be scheduled closer to meeting date)