

July 8, 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, July 18, 2024, 9 a.m.
Salishan Resort – Lincoln/Pine Room
7760 Hwy 101
Gleneden Beach, Oregon 97388

Join Zoom Meeting
LINK: <https://t.ly/QdGZE>
Meeting ID: 819 5827 4972
Passcode: 700806

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 at <https://digsafelyoregon.com/concept-submission-form/> or by request of OUNC staff.

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

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.

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LINKS TO MEETING RESOURCES:

[Board Packet](#)

[Concept Submission Form](#)

[Strategic Plan](#)

[Current Officers/Members](#)

[Committee Rosters](#)

[Staff Contacts](#)

AGENDA

OUNC Board of Directors Chair – Melanie Lewis

- Call to order
- Roll call of all present, confirmation of quorum and simple majority
- Meeting logistics and safety briefing
- Announce visitor registration and testimony sheets
- Safety Moment – Matt Barrett
- Review, amend, and approve previous minutes.

Open Testimony, Concept Submission Forms

- Open testimony when called upon by Board Chair – 5 minutes each
- Presentation of **Concept Submission Forms**, if applicable

Treasurer's Report – Alba Vogland

- Financials, budget overview
- Review, Amend, and/or approve changes to previous reports
 - Motion to approve Treasurer's Report as presented/with changes.

OUNC Staff Report – Josh Thomas & Kitty O'Keefe

STRATEGIC PILLARS/COMMITTEE REPORTING

1. PROVIDING OVERSIGHT

- Executive Committee: Melanie Lewis - Chair
 - Officer reports (Chair, Vice Chair, Treasurer, Secretary, PUC) if applicable
 - Update on Board membership, appointments, engagement
 - Annual training reciprocity form; ethics/board supplemental
 - 2024 Retreat Plans – Revisiting Strategic Plan, survey
- Budget, Audit and Tariff Committee: Alba Vogland – Chair
 - General report
 - Service tariff rate adjustment for 2025, costing analysis
 - Budget process 2025, financial review in 2025

2. RULEMAKING AND BEST PRACTICES

- Governance Committee: Jessica Epley - Chair
 - General report, worklog
 - Committee consolidation updates – Policy and Procedures, OAR
 - Mandatory damage reporting, enhanced positive response (EPR) research results

3. DELIVERING QUALITY SERVICES

- OUNC Operations Report – Scott Gallegos, One Call Concepts
 - Operations, financial statistics and updates
 - Call Center issue and communication with subscribers
 - Reporting – 811 app engagement, new OCC dashboard preview
- Training and Education: Mitch Burghlea - Chair
 - General report (excavator/locator classes, partner presentations)
 - Metrics and upcoming classes

4. DRIVING RESULTS WITH DATA

- Data and Research Committee: Lee Tumminello - Chair
 - General report
 - New DIRT report (2023) analysis and findings

5. MAXIMIZING OUTREACH

- Publicity Committee: Jaimie Lemke – Chair
 - General report (sponsorships, ads/media, web/social, promotional)
 - New ad theme in rotation
 - National 811 Day Plans

OUNC BOARD BUSINESS

Old Business

- Rulemaking hearing
- Committee concept submission forms status

New Business

- Work session – RFP call center contract
- 2025 Executive Officers nomination

Executive Session (if needed, scheduled in accordance with ORS 192.660)

Oregon Utilities Coordinating Council Report – Lynn Detering

- Report on finances, priorities, and accomplishments

National Industry News: NULCA, CGA, Open Discussion

- Broadband updates, issue summary, town hall concept
- CGA DIRT dashboard

For the Good for the Order

The next scheduled meetings will be:

- October 17, OUNC Board Meeting – The Gordon Hotel, Eugene
- October 18, OUNC Retreat – The Gordon Hotel, Eugene
- January 16, 2025, OUNC Board Meeting – Location TBD