

May 27, 2020  
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](http://www.digsafelyoregon.com)

**June 10, 2020 TIME: 9:00 AM**

**LOCATION:** Conference call is available for this meeting.  
Please dial 1-646-307-1990. Enter conference ID: 889-738-824#  
View screen share at: [https://join.me/DigSafe\\_2019](https://join.me/DigSafe_2019)

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 OKeefe at 503-781-6988 or [kitty@digsafelyoregon.com](mailto:kitty@digsafelyoregon.com).



Ryan J. Sandhu  
OUNC Board Secretary

Enclosures

cc: Greg Snyder, One Call Concepts (OCC) General Manager

# OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING

CHAIR: Scott Gallegos

DATE: Wednesday, June 10, 2020

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

LOCATION: Conference call is available for this 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
- 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 Operations Report

(Greg Snyder, One Call Concepts)

- Operations statistics
- Call Center issues

#### #4 OUNC Billing & Aging

(Greg Snyder, One Call Concepts)

- Past Due Accounts
- Revenue vs. costs

#### #5 Treasurer's Report

(Johnny Sapp, Board Treasurer)

- Review, Amend, and/or approve changes to previous reports
- Profit and Loss Report, Account Balances, Transaction Report

#### #6 OUNC Board of Directors Officer's Report

- Chairperson – Scott Gallegos
- Vice Chairperson – Micah Brown

- Treasurer – Johnny Sapp
- Secretary – Ryan Sandhu
- PUC Representative – Phil Boyle

#7 Administrative and Outreach Coordinator Report – Kitty O’Keefe

15 MINUTE BREAK

***OUNC BOARD OF DIRECTORS COMMITTEE REPORTS***

#1 BUDGET & AUDIT COMMITTEE: Johnny Sapp - CHAIR

Members: Scott Gallegos Ryan Sandhu Joyce Nelsen  
 Nate Rivera Don Moore \*Kitty O’Keefe

a. General Report

#2 CONTRACTS: NATE RIVERA - CHAIR

Members: Scott Gallegos Ryan Sandh Micah Brown  
 Don Moore Melanie Lewis \*Kitty O’Keefe

a. General Report

#3 DAMAGE REPORTING/DIRT: DON MOORE - CHAIR

Members: Scott Gallegos Mitch Burghilea Phil Boyle  
 \*Kitty O’Keefe \*Dawn Hickson Melanie Lewis  
 \*Michael Rukavina

a. General Report

#4 OREGON ADMINISTRATIVE RULES (OARs) & TARIFF:

MICAH BROWN - CHAIR

Members: Scott Gallegos Scott Clement Don Moore  
 Mitch Burghilea Tim Smith Melanie Lewis  
 Phil Boyle \*Kitty O’Keefe \*Michael Rukavina

a. General report

#5 POLICY & PROCEDURES COMMITTEE: JOHN ECKIS – CHAIR

Members: Scott Gallegos Joyce Nelsen  
 \*Kitty O’Keefe Johnny Sapp

a. General Report

#6 PUBLICITY COMMITTEE: Scott Clement – Interim CHAIR

(Merchandise, Sponsorship events, Media & Website)

Members: Scott Gallegos Joyce Nelson Fred Corona  
 Ryan Sandhu Tim Smith Connor Toney  
 Mitch Burghilea \*Kitty O’Keefe

a. General Report

#7 TRAINING & EDUCATION: MITCH BURGHELEA -CHAIR

(Locator training, Law Updates & Special Service)

Members: Scott Gallegos Micah Brown Connor Toney  
John Eckis \*Kitty O'Keefe \*Kyle Sutton

a. General Report

#8 MEMBERSHIP: PHIL BOYLE - CHAIR

Members: Scott Gallegos John Eckis \* Kitty O'Keefe

a. General Report

#9 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:

SCOTT GALLEGOS - OUCC PRESIDENT

Members: \*Kitty O'Keefe

a. General Report

#10 EXECUTIVE DIRECTOR SELECTION COMMITTEE:

RYAN SANDHU - CHAIR

Members: Scott Gallegos Joyce Nelson Micah Brown  
Phil Boyle Don Moore Nate Rivera  
\*Kitty O'Keefe

a. General Report

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

a. General Report

OLD BUSINESS:

a. Follow up discussion: Call Center send out a notice of expiration email at 40 days to alert excavators that their ticket is going to expire. Greg Snyder to report back.

NEW BUSINESS: Discuss future board meetings for 2020

- cancel all travel for the remainder of 2020?
- cancel non-essential travel for remainder of 2020?
- place no restrictions on travel for remainder of 2020?

FOR THE GOOD OF THE ORDER:

Next Currently Scheduled OUNC Board of Directors Meeting:

Date: July 8, 2020

Location: Board Meeting scheduled for PUC/Main Hearing Room. Waiting to hear if room will be open by 7/8/20.

Conference call is available for this meeting.

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