

October 30, 2018
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

November 14, 2018 TIME: 9:00 AM

**LOCATION: NW Natural – Sherwood
Room 113-A
20285 SW Cipole Road
Sherwood, OR 97140**

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.



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: Nate Rivera

DATE: Wednesday, November 14, 2018

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

LOCATION: NW Natural – Sherwood
20285 SW Cipole Road
Sherwood, OR 97140

AGENDA

OUNC Business Meeting

#1 OUNC Board of Directors Chair

- Call to order
- Roll call of all present
- Announce visitor registration and testimony sheets
- 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

#4 OUNC Operations Report

(Greg Snyder, One Call Concepts)

- Operations statistics
- Call Center issues

#5 OUNC Billing & Aging

(Greg Snyder, One Call Concepts)

- Past Due Accounts
- Revenue vs. costs

#6 Treasurer's Report

(Joyce Nelsen, Board Treasurer)

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

#7 OUNC Board of Directors Officer's Report

- Chairperson – Nate Rivera
- Vice Chairperson – Scott Gallegos
- Treasurer – Joyce Nelsen
- Secretary – Ryan Sandhu

- PUC Representative – Lori Koho
 - a. Follow-up: DAS Agency Risk Exposure Profile

#8 Executive Session*

*OUNC Board of Directors may convene in Executive Session in accordance with ORS 192.640 and ORS 192.660.

15 MINUTE BREAK

OUNC BOARD OF DIRECTORS COMMITTEE REPORTS

#1 BUDGET & AUDIT COMMITTEE: JOYCE NELSEN - CHAIR

- Members: Nate Rivera Ryan Sandhu Johnny Sapp
- a. General Report
 - b. Discussion on exempt customers
 - c. Review and approve budget

#2 CONTRACTS: SHANNON POTTER - CHAIR

- Members: Nate Rivera Ryan Sandhu Micah Brown
- a. General Report

#3 DAMAGE REPORTING/DIRT: LORI KOHO - CHAIR

- Members: Nate Rivera Shannon Potter Mitch Burghelea
 Geneece McKay Scott Gallegos *Dawn Hickson
 *David Sisson *Kitty Davis
- a. General Report

#4 OREGON ADMINISTRATIVE RULES (OARs) & TARIFF:

MICAH BROWN - CHAIR

- Members: Nate Rivera Lori Koho
 Mitch Burghelea Scott Gallegos *Kitty Davis
- a. General report
 - b. Complaint Process statement in Standards Manual

#5 POLICY & PROCEDURES COMMITTEE: JOHNNY SAPP - CHAIR

- Members: Nate Rivera John Norrena Joyce Nelsen
 Geneece McKay Scott Gallegos
- a. General Report

#6 PUBLICITY COMMITTEE: FRED CORONA - CHAIR

(Merchandise, Sponsorship events, Media & Website)

- Members: Nate Rivera Scott Gallegos Joyce Nelson
 Ryan Sandhu Tim Smith *Kitty Davis
 *Luc Fortier
- a. General Report

#7 ENFORCEMENT COMMITTEE: MICAH BROWN – CHAIR

Members: Nate Rivera Shannon Potter
Scott Gallegos Lori Koho Geneece McKay
Mitch Burghlea

- a. General Report
- b. Routing of RAA emails

#8 TRAINING & EDUCATION: MITCH BURGHELEA -CHAIR

(Locator training, Law Updates & Special Service)

Members: Nate Rivera Micah Brown Geneece McKay
*Kitty Davis

- a. General Report

#9 MEMBERSHIP: LORI KOHO – CHAIR

Members: Nate Rivera

- a. General report
- b. Membership renewal and expiration report
- c. New member appointment status report

#10 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:
SCOTT GALLEGOS - OUCC PRESIDENT

Members: *Kitty Davis

- a. General report

#11 EXECUTIVE DIRECTOR SELECTION COMMITTEE:

RYAN SANDHU - CHAIR

Members: Nate Rivera Joyce Nelson Micah Brown
Scott Gallegos Lori Koho Chris Grissom
*Kitty Davis

- a. General report

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

- a. General Report

OLD BUSINESS:

- Contact Tracking Database
- Locate Request Intake Form
- Review 2019 OUNC Board meeting locations
- Tariff Exception Letter

NEW BUSINESS:

FOR THE GOOD OF THE ORDER:

Next Currently Scheduled OUNC Board of Directors Meeting:

Date: January 9, 2019
Location: NW Natural – Albany
7150 Supra Drive S.W.
Albany, OR 97321

Committee Meeting scheduled:

December 12, 2018
Clackamas Community College
Wilsonville Training Center – Room 210
29353 Sw Town Center – Loop E