

October 2, 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](http://www.digsafelyoregon.com)

Thursday, Oct 17, 2024, 9 a.m.  
The Gordon Hotel  
555 Oak Street  
Eugene, OR 97401

Join Zoom Meeting

**<https://us06web.zoom.us/j/89975992350?pwd=JP3QFKbVHnvqmHmMjROvOKo1afMGz4.1>** Meeting ID: 899 7599 2350 Passcode: 640034

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](mailto:kitty@digsafelyoregon.com).

Please note that the OUNC records board meetings as a backup for meeting minutes.

Lee Tumminello  
OUNC Board Secretary

*Lee Tumminello*

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.

# OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING

Thursday, October 17, 2024, 9 a.m.

**LOCATION:**

The Gordon Hotel  
555 Oak Street  
Eugene, OR 97401

**ZOOM LINK:**

<https://t.ly/QdGZE>  
Meeting ID: 819 5827 4972  
Passcode: 640034

**LINKS TO MEETING RESOURCES:**

[Board Packet](#)

[Concept Submission Form](#)

[Strategic Plan](#)

[Current Officers/Members](#)

[Committee Rosters](#)

[Staff Contacts](#)

## AGENDA

OUNC Board of Directors Chairperson – 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 – ShakeOut Day: Earthquake Preparedness and Response
- 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

## STRATEGIC PILLARS/COMMITTEE REPORTING

### 1. PROVIDING OVERSIGHT

- Executive Committee: Melanie Lewis - Chair
  - Comments from Chairperson
  - 2024 Retreat Plans – Revisiting Strategic Plan, board survey results
- OUNC Staff Report – Josh Thomas & Kitty O’Keefe
  - Updates on Board administration, membership
  - Annual training reciprocity updates; ethics training
- 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.
- Budget, Audit and Tariff Committee: Alba Vogland – Chair
  - General report
  - Proposed Budget for 2025 – review, discussion and approval
  - Service tariff rate adjustment for 2025; communications to membership

## **2. RULEMAKING AND BEST PRACTICES**

- Governance Committee: Jessica Epley - Chair
  - General report, worklog
  - Committee concept submission forms status – damage reporting, positive response, procedure for referral of business
  - Considering referral of policy changes for reserves and service tariff

## **3. DELIVERING QUALITY SERVICES**

- OUNC Operations Report – Scott Gallegos, One Call Concepts
  - Operations, financial statistics and updates – status posting issue
  - John Radonski (Locating Inc.) discuss ticket bounds
  - Locked status on tickets – issue summary
  - Self-certification communication plans
  - Promotion of app usage, ITICnxt usage
- Training and Education: Mitch Burghlea - Chair
  - General report (excavator/locator classes, partner presentations)
  - Metrics and upcoming classes
  - Locator Training classes contract

## **4. DRIVING RESULTS WITH DATA**

- Data and Research Committee: Lee Tumminello - Chair
  - General report
  - Results of fact-finding interviews with Common Ground Alliance and other states

## **5. MAXIMIZING OUTREACH**

- Publicity Committee: Jaimie Lemke – Chair
  - General report (sponsorships, ads/media, web/social, promotional)
  - Engage in planning, contract considerations for 2025

## **OUNC BOARD BUSINESS**

### **6. Old Business**

- Final rulemaking hearing
- Work session – RFP call center contract

### **7. New Business**

- 2025 Executive Officers election results, ratification of votes
- Ethics Training session (possible working lunch)

### **8. Executive Session (if needed, scheduled in accordance with ORS 192.660)**

### **9. Oregon Utilities Coordinating Council Report – Lynn Detering**

- Report on finances, priorities, and accomplishments
- 2025 funding request

### **10. National Industry News: NULCA, CGA, Open Discussion**

- Oregon Infrastructure Summit, broadband updates, issue summary, town hall
- Users' Group recap, State Laws Matrix

### **11. For the Good for the Order**

The next scheduled meeting will be:

- January 16, 2025, OUNC Board Meeting – Sheraton, Portland Airport

*Breaks will be called by the Board Chairperson. Breakfast and lunch will be provided for board members and registered attendees.*