



# Oregon

Kate Brown, Governor

**Oregon Utility Notification Center**  
305 NE 102<sup>nd</sup> Avenue, Suite 300  
Portland, OR 97220-4170  
(503) 232-1987

**Oregon Utility Notification Center  
Policy & Procedures Committee Meeting  
Date: Wednesday, April 6, 2022  
Time: 1:00 pm – 2:00 pm**

Join Zoom Meeting

<https://us06web.zoom.us/j/81244221523?pwd=aVpNMnBubHRTQmISQWNYd0ZmRjJNZZ09>

Meeting ID: 812 4422 1523

Passcode: 437300

One tap mobile)

+12532158782, 81244221523#, \*437300# US (Tacoma)

## A G E N D A

### 1. Announcements and Introductions

- a. Welcome, announcements, roll call
- b. Review/approve and/or amend 03.07.22 and 03.16.22 minutes
- c. Chair: Jessica Epley – Statement

### 2. Old Business

- a. Discuss section 3.4.2 – should reference staff

### 3. New Business

- a. Discuss next steps for all board approved items, formalize our process.
- b. Discuss new policy on reserve amount.
- C. Discuss audit/financial review frequency

### 4. For the Good of the Order

### 5. Next Meetings (*proposed, tentative*)

- Wednesday, April 20

Voting members of the Policy and Procedures Committee: Jessica Epley, Micah Brown, Melanie Lewis, Alba Vogland, and Johnny Sapp

Non-voting members: Josh Thomas, Kitty O’Keefe, Sean Tarter, Lynda Hofmann and Kevin Hennessy