

January 4, 2016
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 subjects meetings.

OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING

www.digsafelyoregon.com

DATE: January 13, 2016 TIME: 9:00 AM

LOCATION: **Clackamas Community College**
Wilsonville Training Center, Room 210
29353 SW Town Center Loop E
Wilsonville, OR 97070
www.clackamas.edu/Wilsonville

* Conference call not available for this meeting.

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.



Trevor Voris
OUNC Board Secretary

Enclosures

cc: Greg Snyder, One Call Concepts (OCC) General Manager: By copy of this letter, please send out a free-format message announcing the described Board meeting.

OREGON UTILITY NOTIFICATION CENTER BOARD OF DIRECTORS MEETING

CHAIR: Jeff Daniels

DATE: WEDNESDAY JANUARY 13, 2016

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

LOCATION: **Clackamas Community College**
Wilsonville Training Center, Room 210
29353 SW Town Center Loop E
Wilsonville, OR 97070
www.clackamas.edu/Wilsonville

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

#3 OUNC Operations Report

(Greg Snyder or Frank Planton, One Call Concepts)

- Operations statistics
- Call Center issues

#4 OUNC Billing & Aging

(Frank Planton or Greg Snyder, One Call Concepts)

- Past Due Accounts
- Revenue vs. costs

#5 Treasurer's Report

(Joyce Nelsen, 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- Jeff Daniels
- Vice chairperson – Ron Stenger
- Treasurer - Joyce Nelsen
- Secretary – Trevor Voris
- PUC Representative – Lori Koho

#7 Executive Session

*None scheduled however the OUNC Board of Directors may convene in Executive Session in accordance with ORS 192.640

15 MINUTE BREAK

OUNC BOARD OF DIRECTORS COMMITTEE REPORTS

#1 BUDGET & AUDIT COMMITTEE: JOYCE NELSEN-CHAIR

- Members: Ted Miller Troy Rabe
- a. General Report
 - b. CPA to do audit

#2 CONTRACTS: SHANNON DAVIS-CHAIR

- Members: Ryan Sandhu Jarrod Morrison
 Jeff Daniels Micah Brown
- a. General Report
 - b. OCC contract expires 2016
 - c. Vendors and old RFP search

#3 DAMAGE REPORTING/DIRT: LORI KOHO-Temp CHAIR

- Members: Shannon Davis Jeff Daniels Jarrod Morrison
 *David Sisson *Scott Gallegos
- a. General report

#4 OREGON ADMINISTRATIVE RULES (OAR'S) & TARIFF:

TONY SCHACHER-CHAIR

- Members: Nathan Taylor Jarrod Morrison Ted Miller
 Trevor Voris Matt Wales *Scott Gallegos
 Micah Brown Lori Koho

- a. General Report
- b. Tariff update/ticket price

#5 POLICY & PROCEDURES COMMITTEE: MATT WALES-CHAIR

Members: Ted Miller Trevor Voris *Scott Gallegos
a. General Report
b. Records request procedure

#6 PUBLICITY COMMITTEE: NATHAN TAYLOR-CHAIR

(Merchandise, Sponsorship events, Media & Website)

Members: Trevor Voris Ryan Sandhu Jarrod Morrison
Ron Stenger Troy Rabe *Luc Fortier
*Scott Gallegos *Kitty Davis
a. General Report

#7 ENFORCEMENT COMMITTEE: LORI KOHO –CHAIR

Members: Jarrod Morrison Nathan Taylor Trevor Voris
Jeff Daniels Shannon Davis Russ Thomas
*Kitty Davis
a. General report

#8 TRAINING & EDUCATION: TROY RABE – CHAIR

(Locator training, Law Updates & Special Service)

Members: Jarrod Morrison Kenny Hamlin Micah Brown
Tony Schacher *Kitty Davis Dan Jensen
a. General Report
b. Grant application for 2016 was submitted

#9 MEMBERSHIP: LORI KOHO – CHAIR

Members: Nathan Taylor
a. General report
b. Cities less than 25K, Jeff Brown
c. New members

#10 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:

RON COFFEL-OUCC PRESIDENT

*kitty Davis
a. General Report
b. Officer elections

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

a. CGA Annual Meeting – Ron & Jeff to attend

OLD BUSINESS:

NEW BUSINESS:

FOR THE GOOD OF THE ORDER:

Next Currently Scheduled OUNC Board of Directors Event

OUNC Board meeting

February 10th, 2016

OPUC

Meadow Conference Room

201 High St. SE

Salem, OR