

June 29, 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](http://www.digsafelyoregon.com)

**DATE: July 13, 2016 TIME: 9:00 AM**

**LOCATION:**           **Clackamas Community College**  
Wilsonville Training Center—Rm 211  
29353 Town Center Loop E  
Wilsonville, OR 97070

Conference call number: 503-594-0947

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 July 13, 2016  
TIME: 9:00 a.m. - CALL TO ORDER

LOCATION: **Clackamas Community College**  
Wilsonville Training Center—Rm 211  
29353 Town Center Loop E  
Wilsonville, OR 97070

## **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

The Board will convene in Executive Session, in accordance with ORS192.660(2)(i), to complete an annual review of the OCC contracted position of Administrative Assistant. This position is held by Kitty Davis.

15 MINUTE BREAK

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

#1 BUDGET & AUDIT COMMITTEE: JOYCE NELSEN-CHAIR

Members: Ted Miller                      Troy Rabe

- a. General Report

#2 CONTRACTS: SHANNON DAVIS-CHAIR

Members: Ryan Sandhu                      Jarrod Morrison

                    Jeff Daniels                      Micah Brown

- a. Call center presentation discussion

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

Members: Shannon Davis                      Jeff Daniels                      Jarrod Morrison

                    \*David Sisson                      \*Scott Gallegos                      Ron Coffell

- a. General Report

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

MICAH BROWN-CHAIR

Members: Nathan Taylor                      Jarrod Morrison                      Ted Miller

                    Trevor Voris                      Matt Wales                      Lori Koho

                    Tony Schacher                      \*Scott Gallegos

- a. General report

#5 POLICY & PROCEDURES COMMITTEE: MATT WALES-CHAIR

Members: Ted Miller                      Trevor Voris                      \*Scott Gallegos

- a. General Report

#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 \*Scott Gallegos Ron Coffell

- a. OPUC enforcement procedure change

#8 TRAINING & EDUCATION: TROY RABE – CHAIR

(Locator training, Law Updates & Special Service)

Members: Micah Brown Dan Jensen Ron Coffell  
Tony Schacher \*Kitty Davis

- a. General Report

#9 MEMBERSHIP: LORI KOHO – CHAIR

Members: Nathan Taylor

- a. General report
- b. New members

#10 OREGON UTILITIES COORDINATING COUNCIL (OUCC) REPORT:  
RON COFFELL-OUCC PRESIDENT

\*kitty Davis

- a. Event trailer update

NATIONAL INDUSTRY NEWS: NULCA, CGA, OPEN DISCUSSION

- a. General Report

OLD BUSINESS:

NEW BUSINESS:

FOR THE GOOD OF THE ORDER:

- a. Exec. Board nominations in July, vote in August
- b. 2017 meeting schedule & locations

Next Currently Scheduled OUNC Board of Directors Event

August 10, 2016

**OPUC—Main Hearing Room**

**Beardsley Building**

201 High St SE

Salem, OR 97301