

DRAFT
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, August 13, 2003, Diamond Woods Golf Club, Monroe, OR.

Welcome, introductions, and announcements: Anita Floyd (Chair) greeted all in attendance.

Adopt Previous Board Meeting Minutes: July minutes were approved.

Open Testimony:

OUNC OPERATIONS REPORT: Debbie Curl provided copies of the operations report to all board members present for the month of July. Incoming calls for the month was 24,510. Outgoing tickets were 135,909. Total number of subscribers: 949.

Average seconds to answer (ASA) for July 26.

Debbie went over the billing summary for July. Total revenue for the month was \$116,475.40.

I-TIC update.

Treasurer Report: (Bob Hovden) reporting - A copy of the transaction by date report showing the transactions for the month was provided to the board. A report showing the actual versus budgeted was also given to the Board. A report showing OUNC Account Balances was provided to the Board. Bob gave a verbal report to the Board. The Board approved the treasurer's report.

Chair's Report: Anita shared the Thank you card to the board from Frank. Anita received a letter submitting Whit Patrick with Central Lincoln PUD for a board appointment. Anita went over the pipeline prevention program letter for the grant and have not at this point heard back or responded because of computer issues, with Patti's help they should respond this week. Discussed head count for the Board retreat. Anita will send an email with phone numbers to make reservations.

Old Business:

Gary asked board to pay Patti \$75.00 out of the board administration fund for final cost for Jack's retirement party.

Mike Thompson went over the request from Terradex to be added to OUNC for Brownfields. It doesn't fit our mission or the law because a Brownfield is not a facility. Mike suggested they go through OCC directly not through the board. Lyle will talk with Bob w/Terradex and Frank regarding this.

Don Evans - presentation on National CGA forming and 3-digit dialing for a national One Call number. Don filed a petition to create a NW CGA. Provided a website address: www.cga-nw.org. Don's goal is better damage reporting for the NW. To see the damage reporting form that Colorado uses go to www.uncc.org login as thedon password: 05121973

Anita discussed possible future board members.

Committee Reports:

Contracts/RFP, Brian Winters: No report

Performance Measure and Review Sub-committee, Brian Winters. No report

Rules, - No report

Internet Application Committee, - No report

Budget & Audit, – No report

Publicity & Education, Gary Hyatt – P&E meeting will be on the 19th at 9:30 in Wilsonville. New campaign ad called “sani-ads” for call before you dig for inside the portable will be presented at the next meeting. Ten enforcement training sessions will be completed by August 29th.

Membership & Tariff, - No report

Special Services Request, (Gary Hyatt). – Nothing to report

Enforcement Committee, (Mike Thompson) \$1800.00 to treasurer collected through enforcement committee from NW Earthmovers.

OUCR Report, (Gary Hyatt). The next meeting will be on September 17th and 18th at the River house in Bend.

Damage Committee, (Jon Huddleston). – No report

Right of way issues, - Nothing to report

Best Practices, (Lyle Schellenberg). - Nothing to report

Website committee, (Patti Lama) – No report

NULCA, (Rick Welsh). They haven’t had a conference call for about 2 months – should have a conference call next week. Anita requested Rick to provide copies of marking standards from NULCA.

New Business:

Frank to contact Mike Thompson to try to get a waiver together for Oregon’s use for email receiving and I-TIC.

Greg Linden proposed November meeting in Pendleton at the Wild Horse Casino - agreed.

Anita – will have a proposal to present at the September meeting regarding possible rate increases.

Discussion of vendor evaluations took place. Patti was concerned about the rating system and would like to think about changing it for the future. Jody suggested that next vendor evaluation would be discussed at the meeting prior to doing the evaluations. It was brought up that maybe the contract committee should do the evaluations. Results were approved. If Frank has any questions he may address them at the retreat.

Good of the Order:

Meeting Schedule:

2003 Meeting Schedule OUNC / OUCC

Date		Time	Meeting / Event	Location
03/12/03	Wednesday	9:00:00 AM- 3:00 PM	OUNC Board Meeting	PGE Training Center, 29353 Town Center Loop East, Wilsonville, OR
04/09/03	Wednesday	9:00 AM – 3:00 PM	OUNC Board Meeting	NW Natural Gas, Salem
05/14/03	Wednesday	9:00 AM – 3:00 PM	OUNC Board Meeting	Avista Utilities, Medford
06/11/03	Wednesday	????	OUNC Board Meeting	PGE Training Center, 29353 Town Center Loop East, Wilsonville, OR
07/09/03	Wednesday	????	OUNC Board Meeting	PGE Salem, Oregon
08/13/03	Wednesday	????	OUNC Board Meeting	Monroe Oregon
09/10/03	09/12/03	-----	Board yearly Planning and strategy sessions	Seaside, OR
10/08/03	Wednesday	????	OUNC Board Meeting	TBA
11/12/03	Wednesday	????	OUNC Board Meeting	TBA
12/10/03	Wednesday	????	OUNC Board Meeting	TBA

All dates and places are subject to change.

