

OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, July 13, 2005, 2005, Grants Pass, OR

Welcome, introductions, and announcements: Jodi Morehouse (secretary) greeted all in attendance.

Adopt Previous Board Meeting Minutes: June minutes were approved as amended.

Open Testimony: None

OUNC OPERATIONS REPORT: Frank Planton provided copies of the operations report to all board members present for the month of June. Incoming calls for the month were 24,191. Outgoing tickets were 140,737. Total number of subscribers: 956.

Average seconds to answer (ASA) for June was 56.

Frank went over the billing summary for June. Total revenue for the month was \$138,405.20.

Frank presented the Board with two letters. One letter from Ted Jordan with Springfield Utility Board thanked the Board for sponsoring him to the International Utility Locate Rodeo in August. The Second letter was from Henry Rogers, SRCA Water Dist. Mr. Rogers indicated in his letter that his water district could not pay the \$250.00 invoice from May's billing. He feels that his database was changed in some way, and that the tickets he has been getting are outside of his coverage area. The center researched their information. No changes to his database have been made since his approval in 1997. The tickets from May were indeed all within the coverage area that he provided. Michael Thomson will draft a letter from the Board to Mr. Rogers dealing with his concerns.

Treasurer Report: (Greg Linden) – Anita Floyd 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.

Michael Thompson reported that he was successful obtaining grant funds for the enforcement process. An additional \$1,900.00 grant was obtained for advertising.

Chair's Report: Nothing to report.

Old Business:

Committee Reports:

Contracts/RFP, Gary Hyatt: Kelly Mulholland , Kelly will put together the process for contract review. Board Members need to review the contract for service. The Board also needs to put together an annual report to the Legislature.

OAR's /Rules, Rick Welsh: Rick emailed the final draft of the OAR's changes to all the Board Members. Once again the Board had discussions regarding what color/colors that should be used

for maintaining marks. Jim Howarth brought up the issue of ticket transfer and feels that there should be an OAR review for the process. The Committee/Board will continue to work on trying to come up with language that could work for ticket transfer.

Budget & Audit, Darrin Lane/Greg Linden: See Treasurer Report.

Publicity & Education, Kelly Mulholland Kelly reported on the store inventory. The inventory should be good until October. Standards manuals will be ordered soon. **The Board approved giving Kelly the authority to order 10,000 copies of the new standards manuals.** The board order was placed on July 1st.

Speakers Group, Kevin Stephens reporting. See special services below.

Membership & Tariff, Michael Thompson. Michael reported that as of July 5th 2005, Dena Clark is an official member of the Board. Jamie Stencil's paper work is still pending approval.

Enforcement Committee, Michael Thompson. There are no pending RAA's.

OUCR Report, Gary Hyatt. Nothing to report.

Right of way issues, Michael Thompson. No report.

Website committee, Darrin Lane. Darrin reported that updates to the site have been readily updated. There have been other changes to the format that the Board should take the time to look at. Mike Thompson reminded the Board to submit their information for the, "Spot light" and "They did what" sections of the web site.

Special Services, Kevin Stephen. Kevin has two training sessions scheduled. Kelly will cover a training session with Northern Electric Contracting. Kevin asked that once a enforcement training is schedule a confirmation needs to be forwarded to Sue Hyatt and Kevin Hannessey with the OPS. Kevin handed out the report showing the number of training sessions conducted over the first six months of the year.

Nomination Committee, Michael Thompson. Nominations for Board Officers will start next month in August.

CGA, Rick Welsh.

NULCA, Rick Welsh. –

New Business:

Kevin Stephens brought up a request for facility owners to have the ability to view and change member database over the Internet. Frank will follow up with Susan Volkman regarding what OCC can offer as a service and what the charge will be.

Brad Johnson brought an issue to the Board regarding a problem he has been having with the City of Portland Sewer department refusing to locate their sewer mainline. There was Board discussion revolving around the options available to contractors in handling situations like this. Mike Thompson suggested that a group of Board members arrange a meeting with the City Commissioner Sam Adams to discuss the issues.

Good of the Order:

Tom Pokorny reported that he is on the World Cup Champion team for Water tapping. His team came in first in a world competition for water tapping in 2004.