

OREGON UTILITY NOTIFICATION CENTER  
BOARD OF DIRECTORS

Meeting Minutes, June 8, 2005, Wildhorse Casino, Pendleton, OR

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**Welcome, introductions, and announcements:** Rick Welsh (Chair) greeted all in attendance.

**Adopt Previous Board Meeting Minutes:** May 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 May. Incoming calls for the month were 21,817. Outgoing tickets were 129,345. Total number of subscribers: 956.

Average seconds to answer (ASA) for May was 48.

Frank went over the billing summary for May. Total revenue for the month was \$129,200.40.

**Treasurer Report:** (Greg Linden) - 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. The Board voted to move \$50,000.00 from checking into a CD based on the best rate available. Greg will also move \$2,000.00 from the money market account to reduce the level of funds to under the \$100,000.00 level that is insured.

**Chair's Report:**

## Old Business:

The Board requested that One Call Concepts offer a 90 day trial period for 24 hour Itic processing.

Anita asked that draft meeting minutes go out to Board members within ten days after the Board meeting.

## Committee Reports:

**Contracts/RFP,** Gary Hyatt: Kelly Mulholland reported. A resolution was made to have the contract administrative support person report to the chairperson.

**OAR's /Rules,** Rick Welsh: Rick provided the Board members with a copy of the proposed changes to the Oregon Administrative Rules that were agreed upon at the last meeting. The Board had a lengthy discussion how and what "Maintaining Marks" means.

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

**Publicity & Education,** Kelly Mulholland Kelly reported that the video shoot went very well. The signs are being dispersed. We are going through the give-a-ways. Kelly reported that he is putting together an order for Board attire. The Board will be allowed a budget of \$175.00 per Board member per year. Orders need to be put together for a July 1<sup>st</sup> order. Kelly passed around

the schedule for the cable Television campaign. Cable TV spots will run June 1<sup>st</sup> to August 1<sup>st</sup>. This schedule will provide a total of 95 :30 second commercials and an additional 95 public service announcements. The above schedule will reach 68% of all cable homes with a frequency of 2.4. A copy of the PSA's was provided to all Board members. The Spanish version of the standards manual will be going to print.

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

**Membership & Tariff**, Michael Thompson. Nothing to report.

**Enforcement Committee**, Michael Thompson. Sue Hyatt reporting. The RAA's are current.

**OUCR Report**, Gary Hyatt. Meeting is scheduled for tomorrow. They had a presidents meeting last month in the Bend area. Twenty five attended the meeting. Representatives from all around the state were present. Signs are being dispersed to and through the local UCC's.

**Right of way issues**, Michael Thompson. No report.

**Website committee**, Darrin Lane. Darrin asked if anyone is having any issues with the web site.

**Special Services**, Kevin Stevens/Anita Floyd. The process for enforcement training is being updated. The PUC will house the data containing the test and sign up sheet for all enforcement training. Kevin handed out the training session report showing all the sessions for the month of May as well as the YTD numbers.

**Nomination Committee**, Michael Thompson. Nothing to report.

**CGA**, Rick Welsh. The 811 number is moving forward. Rick brought a copy of a brochure that is being developed for "Locate Accurately".

**NULCA**, Rick Welsh. – NULCA is making a effort in a membership drive.

#### **New Business:**

#### **Good of the Order:**

Anita will bring blankets to those Board members who were unable to attend the strategic planning session.

Rick will email a copy of the notes of the strategic planning meeting to all board members.