

OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, January 12, 2005, Northwest Natural, Portland, OR

Welcome, introductions, and announcements: Gary Hyatt (Vice Chair) greeted all in attendance.

Adopt Previous Board Meeting Minutes: December 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 December. Incoming calls for the month were 15,384. Outgoing tickets were 90796. Total number of subscribers: 953.

Average seconds to answer (ASA) for December was 18.

Frank went over the billing summary for December. Total revenue for the month was \$88,371.00.

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.

A motion was made and carried to accept the treasurer's report.

Chair's Report:

Old Business:

Michael Thompson gave the Board an overview of how the enforcement committee came into being. The OPUC has sole responsibility for enforcement of Oregon Laws and OAR's. Mike went over that process in detail and a flow chart was provided. The process was set up by the OPUC and is at their choosing that it exist.

Pipeline grants issued through the Office of Pipeline Safety (OPS) are only available through the PUC. Mike has applied for grant money in 2005. He has also reported to the OPS the expenditures of the grant money from 2004. A progress report is filed every six months.

Committee Reports:

Contracts/RFP, Gary Hyatt: Anita is giving the Board one more opportunity to review the RFP.

OAR's /Rules, Rick Welsh: Gary Hyatt reporting. Rick will have a draft of the changes to the Board by next month. The process of adopting the rules will then begin.

Budget & Audit, Darrin Lane/Greg Linden:

Publicity & Education, Kelly Mulholland reporting. Meeting is being held tomorrow. They will be going over give away items. The GOSH conference is on schedule. They were able to get a better booth location but it cost an additional fee to be moved. PSA's will be discussed

tomorrow. A new PSA is being produced. Gary Hyatt asked for Board help on getting the Locate Rodeo moving along. Anita brought in a sample of the yard sign that the P&E committee is going to have produced. Sponsors for the signs will have the opportunity to purchase space on the signs.

Speakers Group, Gary Hyatt reporting. Gary reported that we did 175+ sessions in 2004.

Membership & Tariff, Michael Thompson. Dena Clark is still going through the process of being confirmed to the Board. The Board discussed the possibility of Chuck Laughlin

Enforcement Committee, Michael Thompson.

OUCS Report, Gary Hyatt. Next meeting is in March. May 19th the OUCS will be having a meeting of all the local UCC presidents in Bend. The purpose of the meeting is to make long range plans for the UCC's statewide.

Right of way issues, Michael Thompson.

Website committee, Darrin Lane. Amy Beebe from Quixotic gave the Board a review of the current web site. Board members provided input into changes or ideas that they would like to see incorporated on to the site. It was decided that one Board member on a quarterly basis would be responsible for provide information for the, "They did What?" section on the site. 1st quarter; Anita Floyd, 2nd quarter; Kelly Molholland, 3rd quarter; Kevin Stephens, 4th quarter; Mike Thompson. The, "Monthy Spotlight" section, will be provide by Board members in the following schedule, February - Gary, March - Michael, April - John, May - Kevin, June - Chuck, July - Kelly, August - Jody, September - Larry, October - Rick, November - Anita, December - Darrin. Spotlight stories will be completed and turned into Darrin by the 20th of each month for the following months Spotlight. Additional comments and recommendations will be discussed at the next Board meeting.

Nomination Committee, Michael Thompson.

CGA, Rick Welsh. Nothing to report.

NULCA, Rick Welsh.

New Business:

Good of the Order:

Gary presented last years officers with recognition awards for their service for 2004.