

Final
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, February 8, 2006, Williams Northwest Pipeline, Eugene, OR

Welcome, introductions and announcements: Rick Welsh greeted all in attendance.

Adopt Previous Board Meeting Minutes: January minutes were approved.

Open Testimony: None

OUNC OPERATIONS REPORT: Frank Planton provided copies of the operations report to all board members present for the month of January. Incoming calls for the month were 18,497. Outgoing tickets were 109,734. Total number of subscribers: 958.

Average seconds to answer (ASA) for January was 32.

Frank went over the billing summary for January. Total revenue for the month was \$109,883.55.

Frank was asked about past due accounts. He will provide Rick and Darrin aging information on a monthly basis. He will also put together information on the current status of past due accounts for the Board to review.

Treasurer Report: Darrin Lane reporting. A copy of the YTD Profit & Loss 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.

Chair's Report:

Old Business:

The Board discussed how to get the Call Before You Dig phone number listed in the phone directories. It's a difficult issue to work. Michael will see what can be done on a regulatory basis to entice directory publishers to include this in the phone directories on a standard format.

Committee Reports:

Contracts/RFP, Gary Hyatt: The contracts committee went over the rating matrix for the evaluating the RFP responses. A motion was made and carried to award the contract to One Call Concepts for the initial three year period with the possibility of four one year extension.

OAR's /Rules, Rick Welsh: Michael Thompson will be putting the proposed changes to the OAR's into the legal format. The Committee will review them after that and then the process for public input will be started.

Budget & Audit, Darrin Lane: See Treasures report.

Publicity & Education, Anita Floyd: Anita reported on the P&E committee meeting that was held on February 7th. The committee is working on putting controls in place to monitor the

expenditure of promotional materials. The overhead brochure has been completed and copies of the finished brochure were provided to the board. A list of responsibilities for an administrative assistance was developed and gone over with the Board. Gary presented an idea for a new mascot. He will work with a graphic designer on moving forward with the idea. Whit also reported that he is working getting a spot on the program for the March 2007 GOSH conference. The Board will have a booth at the 2006 conference.

Speakers Group, Kevin Stephens.

Membership & Tariff, Michael Thompson. Mike reported that two Board seats will be opening up. Chuck Laughlin will not be seeking another term on the Board. A letter from Chuck was shared with the Board. Greg Linden's position will also be open. Rick read an email sent to him from Greg thanking the Board for his time on the Board.

Enforcement Committee, Michael Thompson. No meeting is scheduled at this point. Gary reported on the last enforcement hearing. Six RAA's were filed. Of those six, five were upheld and one was dismissed.

OUCC Report, Gary Hyatt. Next meeting is schedule for March 9th in the Medford area. A meeting notice will be sent out this week. Gary asked the Board to change the location of the May meeting to Central Oregon so that the State meeting can be held the next day at the same location.

Locate Rodeo, Gary Hyatt. Gary reported on the status of the Locate Rodeo being held June 22 – 24th at Clackamas Community College. They are looking for 50 contestants and 100 volunteers. A locate seminar will be held on June 22nd at the Monarch Hotel in Clackamas. Two representatives from the State will be sent to the national locate rodeo contest in Atlanta Georgia in August.

Website committee, Whit Patrick. Michael went over the schedule for board contributions for the coming year.

Special Services, Kevin Stephens. Kevin provided the board with an updated report on the number of training sessions conducted and the number of people reached. A copy of the report will be sent to all Board members electronically. Kevin will work on putting a train the trainer session together.

Nomination Committee, Michael Thompson. Nothing to report.

CGA, Rick Welsh. – The annual meeting will be held in Phoenix Arizona. Three awards will be handed out at the meeting.

NULCA, Rick Welsh. – nothing to report

811 Implementation, Dena Clark - Further information will be forth coming. The Board will be discussing the issues surrounding the implementation.

New Business:

The Board reviewed the law surrounding the requirements or limitations for a state agency to go into executive session.

Anita suggested that the October meeting be set as the Board planning session. After Board discussion it was decided to switch the location of the October and November and hold the planning session at Seaside November 7th and 8th.

Good of the Order: