

Final
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, December 12, 2007, OUNC, Portland, OR

Welcome, Introductions and Announcements: Kevin Stephens welcomed all in attendance.

Board members in attendance as follows: X = present O = absent P = phone participant

X	Larry D. Ferguson Natural Gas Transmission	X	Kevin Stephens Investor Owned Electric Companies	X	Gary Hyatt OUCC	P	John Brand Natural Gas Utility Companies
P	Anita Floyd Telecom >50K	X	Russell Thomas Cities <25K	X	Jim Elam (PENDING) Counties	X	Paul Titus People's Utility Districts
X	Brian Greene Telecom >25K	X	Mark Mitchell Cities >25K	O	Jack Lee ODOT	X	Michael Thompson PUC
X	Tom Pokorny SDAO	X	Jamie Stencil Cable TV	P	Richard Welsh NULCA	O	Brad Johnson Contractors
X	David Shaw Oregon Rural Elec. Coop.	O	Jennifer Carter Excavators	P	Dena Clark Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Others in attendance were: Frank Planton, Jarrod Morrison, Daniel Harris, Damon Jyner, Shanon Davis, Tom Aldrick, Stu Crosby, Dave Sanders, Stephanie Baxter, Sherlene Bowen, Jarrod Morrison, Paul Richardson, James Bryant.

Adopt Previous Board Meeting Minutes: November minutes were approved.

Open Testimony:

OUNC Operations Report: Frank Planton provided copies of the operations report to all board members present for the month of November. Incoming calls for the month was 18,299. Outgoing tickets were 107,421. Total number of subscribers: 968.

Average seconds to answer (ASA) for November was 40.

Frank went over the billing summary for November. Total revenue for the month was \$19,813.64.

Treasurer Report: No treasurer's report was given due to the transition of the Treasures office from Darren Lane to John Brand.

A motion was made to re-approve the 2007 budget for 2008 and then approve any amendments to the 2008 budget in January. The motion was passed unanimously. (motion 12-12-07-01)

Chair's Report:

Old Business:

Committee Reports:

Contracts/RFP: Gary Hyatt Reported: The contracts committee will be meeting in January to put together an RFP for the promotions contract.

OAR's/Rules: Rick Welsh; The next meeting is scheduled for January 17th at PGE in Wilsonville at 9:30am.

Manual review committee: Larry Ferguson; The next meeting is scheduled for January 15th from 10am to 12 pm at PGE in Salem. Larry reported on the progress of the manual update.

Budget & Audit: John Brand; See the above approved motion.

Publicity & Education: Anita Floyd; There was a meeting held yesterday to discuss the Bend meeting. There will be a canvassing of the Bend area for that meeting January 7th and 8th. The next meeting is scheduled for January 15th from 12pm to 2pm at PGE in Salem.

Speakers Group, Kevin Stephens; No report.

Membership & Tariff: Michael Thompson; Mike reported on the current open positions on the Board and the status of each.

Enforcement Committee: Michael Thompson; The next set of hearings is scheduled for January 11th at the PUC in Salem starting at 8AM and running until 3PM.

OUCC Report: Gary Hyatt; OUCC meeting next month December 13th the day after the Board meeting to be held at Chinook Winds. Gary said that they will be electing officers.

Locate Rodeo: Jamie Stencil; Jamie said that they are looking at ways of getting more people involved from other states in the event...especially from the water area. The dates of the event will be June 6th and 7th at Linfield College in McMinnville.

Website committee: Michael Thompson; Michael reported on the status of the new web site vendor. Bent Metal will be the new web-site vendor. The contract will be based on a per hour basis for the work done. Michael reported on the schedule of those who owe articles for the web-site. **“Spotlight” articles:** December 2007, Russ Thomas, January 2008, Brad Johnson, February, Gary Hyatt, March, Dan Harris, April 2008, Jennifer Carter, August 2008, Jamie Stencil. **“They did What?”:** December 2007, John Brand, March 2008, Russ Thomas, September 2008, Jamie Stencil. All other months are open at this time.

Special Services: Kevin Stephens; Kevin encouraged the board to make sure that they get their information to Kim on a monthly basis.

Nomination Committee: Michael Thompson.

CGA: Rick Welsh; Rick reported on the education committee meeting held in Florida last week. He also reported on the list of best practices that the CGA is considering at this time. The annual CGA meeting is scheduled for March 25 – 27th at the Rio Hotel in Las Vegas.

NULCA: Rick Welsh; A board meeting was held about two weeks ago...They reviewed what the CGA is working on and how they can support it. They have two members participating in each of the CGA committee's.

New Business:

Kevin will be inviting the previous board members to the January meeting to present them Board plaques for their service on the Board.

Kevin will be working with a group of OCC members who are putting together some set of standards of what other one call centers standards are. Members from all of OCC's centers will be working together to develop that process.

Good of the Order:

Jamie requested that if anyone has any damage pictures that would like to include for use in the Booth that they please get those to him so that he can produce and laminate them.

Board meetings will be scheduled for the 2nd Wednesday of every month at the call center. Those locations will change, but those dates should be used as a place mark. In addition to that, the Board will be scheduling a Board retreat for February 11th and 12th with the location to be announced in January.

VOTE RECORD 2007 MEETING

Motion number
12-12-07-01

X	Larry D. Ferguson Natural Gas Transmission	X	Kevin Stephens Investor Owned Electric Companies	X	Gary Hyatt OUCC	P	John Brand Natural Gas Utility Companies
P	Anita Floyd Telecom >50K	X	Russel Thomas Cities <25K	X	Jim Elan (pending) Counties	X	Paul Titus People's Utility Districts
X	Brian Greene Telecom >25K	X	Mark Mitchell Cities >25K	O	Jack Lee ODOT	X	Michael Thompson PUC
X	Tom Pokorny SDAO	X	Jamie Stencil Cable TV	P	Richard Welsh NULCA	O	Brad Johnson Contractors
X	David Shaw Oregon Rural Elec. Coop	P	Jennifer Carter Excavators	P	Dena Clark Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Summary:

Yes 18
No 0