

FINAL
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, May 9th, 2007, River House, Bend, OR

Welcome, introductions and announcements: Kevin Stephens, greeted all in attendance. Board members in attendance as follows: X = present; O = absent

X	Larry D. Ferguson Natural Gas Transmission	X	Kevin Stephens Investor Owned Electric Companies	O	Gary Hyatt OUCC	X	John Brand Natural Gas Utility Companies
O	Anita Floyd Telecom >50K	X	Russel Thomas Cities <25K	O	Darrin L. Lane Counties	X	Whit Patrick People's Utility Districts
X	Brian Greene Telecom >25K	O	Kelly Ray Mulholland Cities >25K	O	John Osborn ODOT	X	Michael Thompson PUC
O	Tom Pokorny SDAO	X	Jamie Stencil Cable TV	O	Richard Welsh UNLCA	O	Brad Johnson Contractors
O	Charles Gilbert Railroads	X	Jennifer Carter Excavators	X	Dena Clark Telephone Cooperatives		

Others in attendance were: Frank Planton, Shannon Davis.

Adopt Previous Board Meeting Minutes: April 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 April. Incoming calls for the month was 23,668. Outgoing tickets were 137,689. Total number of subscribers: 966.

Average seconds to answer (ASA) for April 46.

Frank went over the billing summaries for April. Total revenue for the month was \$29,851.33.

A letter was presented to the Board from Embarq requesting credit for a billing issue dealing with a copy to district that was not turned off. The Board had a lengthily discussion regarding the issue. A motion was made and carried to credit Embarq for any duplicate ticket charges for District Embar10 that had occurred since March 1st 2007 (Motion 05090701).

Kevin asked that Frank send an email with the 811 toll free routing number to all board members for their records. He also would like to see any usage numbers that can be captured regarding the number of calls that the center is receiving from 811. Michael Thompson asked that Frank send him a blank Marketing Packet to forward on to Surprise Valley Electric for membership. The Board is also asking that a 90 day aging be sent to the Board on a monthly basis. They will be putting together a process for handling past due debt and collections.

Treasurer Report: Darrin Lane. 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. Treasures report was accepted. A motion was made and carried to accept the April Financial report.

Chair's Report:

Old Business:

Committee Reports:

Contracts/RFP, Gary Hyatt Reporting; Nothing to report. Whit suggested that the contracts committee use the state purchasing group instead of trying to come up with an RFP.

OAR's /Rules, Rick Welsh: Nothing to report.

Manual review committee: Kevin established the Manual review committee to review and update the standards manual with OAR changes that have been approved. This is a joint committee with the OUCC. Committee members are: Larry Ferguson chair, Jennifer Carter, Michael Thompson, Whit Patrick, Gary Hyatt and Kevin Stephens.

Budget & Audit, Darrin Lane: Nothing additional to report.

Publicity & Education, Anita Floyd: Kevin Stephens reporting. The English/Spanish manuals are now in stock. Pacific marketing has won a national contract for the 811 implementation. The Board discussed the issues around the multi lingual manuals as well as who is ultimately responsible for the Excavators standards manual. A motion was made to allow the P&E committee chair to approve P&E expenditures for promotional materials up to \$5,000 not to exceed the total budgeted amount approved for the current fiscal year. (Motion 05090702). The committee is looking at setting up another outreach seminar to be set in the Portland metro area. Kevin did a recap of the Medford seminar that was put on in April. The plan is to conduct a total of four sessions over the course of two years.

Speakers Group, Kevin Stephens.

Membership & Tariff, Michael Thompson. Mike continues to work on getting a response back to Boardmember's who have not been present to several meetings. He is also working on getting the vacant positions filled.

Enforcement Committee, Michael Thompson. Michael reported on the meeting that was held on April 24th. A large number of RAA's were heard regarding issues surrounding the Verizon FTTP projects. Kevin also gave more details regarding the cases. There were forty cases and only one case was thrown out.

OUCC Report, Gary Hyatt. The meeting will be here tomorrow at these facilities.

Locate Rodeo, Jamie Stencil reporting. The last meeting was held Friday May 4th. So far seven contestants have signed up with a verbal commitment from another eight. The event is moving forward.

Website committee, Whit Patrick. Michael reported that the new redesigned website continues to be refined. The OUCC has asked to have the damage static transferred over to their site. The new site should be up available in the next 60 day's.

Special Services, Kevin Stephens.

Nomination Committee, Michael Thompson.

CGA, Rick Welsh. Nothing to report.

NULCA, Rick Welsh. Nothing to report.

811 Implementation, Dena Clark. The 811 program has been kicked off.

New Business:

Darrin brought up the issue of Board reimbursements. It was it was decided that the Board needed to come up some guidelines or policy dealing with this topic. Darrin will put together a draft to be considered.

Frank updated the Board on this years Tech meeting being held in New Orleans, LA on October 24th and 25th.

Jennifer Carter brought up the issue of Contractors using white paint for maintaining field markings. White paint is recommended and encouraged to be used by contractors in the standards manual, but is not part of the OAR's. Jennifer questioned on behalf of the contractors group whether this should be stricken from the book. A long discussion ensued regarding white paint and maintenance of field marks.

Good of the Order:

Motion number
05-09-07-01

Y	Larry D. Ferguson Natural Gas Transmission	Y	Kevin Stephens Investor Owned Electric Companies		Gary Hyatt OUCC	N	John Brand Natural Gas Utility Companies
	Anita Floyd Telecom >50K	Y	Russel Thomas Cities <25K		Darrin L. Lane Counties	Y	Whit Patrick People's Utility Districts
Y	Brian Greene Telecom >25K		Kelly Ray Mulholland Cities >25K		John Osborn ODOT	Y	Michael Thompson PUC
	Tom Pokorny SDAO	Y	Jamie Stencil Cable TV		Richard Welsh UNLCA		Brad Johnson Contractors
	Charles Gilbert Railroads	Y	Jennifer Carter Excavators	Y	Dena Clark Telephone Cooperatives		

Summary:
Yes 10
No 1

Motion number
05-09-07-02

Y	Larry D. Ferguson Natural Gas Transmission	Y	Kevin Stephens Investor Owned Electric Companies		Gary Hyatt OUCC	Y	John Brand Natural Gas Utility Companies
	Anita Floyd Telecom >50K	Y	Russel Thomas Cities <25K		Darrin L. Lane Counties	Y	Whit Patrick People's Utility Districts
Y	Brian Greene Telecom >25K		Kelly Ray Mulholland Cities >25K		John Osborn ODOT	Y	Michael Thompson PUC
	Tom Pokorny SDAO	Y	Jamie Stencil Cable TV		Richard Welsh UNLCA		Brad Johnson Contractors
	Charles Gilbert Railroads	Y	Jennifer Carter Excavators	Y	Dena Clark Telephone Cooperatives		

Summary:
Yes 11
No 0