

**DRAFT**  
**OREGON UTILITY NOTIFICATION CENTER**  
**BOARD OF DIRECTORS**

Meeting Minutes, September 10, 2008, OUNC, Portland, OR

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**Welcome, Introductions and Announcements:** Anita Floyd welcomed all in attendance.

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

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

Others in attendance were: Frank Planton, OCC, Kim Lakey, OUNC,

**Adopt Previous Board Meeting Minutes:** August 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 August. Incoming calls for the month was 24,003. Outgoing tickets were 154,256. Total number of subscribers: 960.

Average seconds to answer (ASA) for August was 29.

Frank went over the billing summary for August. Total revenue for the month was \$39,463.76.

**Treasurer Report:** John Brand. A balance sheet was provided to the Board electronically and in person. A copy of the YTD Profit & Loss report showing the transactions for the month had been emailed to the Board. See attachment 1.

**Chair's Report:** Nothing to report

**Old Business:**

Committee Reports:

**Contracts/RFP:** Gary Hyatt; Anita reported that Gary will be scheduling a meeting in the near future. Two contracts will be addressed.

**OAR's/Rules:** Rick Welsh; Rick reported on their meeting held yesterday.

**Manual review committee:** Larry Ferguson; Nothing to report. (to be deleted from the next meeting minutes and agenda)

**Budget & Audit:** John Brand; Nothing more to report.

**Publicity & Education:** Anita Floyd; Anita reported on the meeting held last week. The new PSA was completed and will be running soon. The Spots are going to be put on Utube. The manual is on the Website in a down loadable format. The committee talked about the budget for next year. They are working hard at lining up the regional update program. Movie screen advertising is being looked at for next year. Pacific marketing is looking at current pricing for Sweatshirts. Bridge Marketing gave a presentation on possible advertising opportunities for the committee to look at. The GOSH conference was also talked about. The next meeting is set for September 24<sup>th</sup>. **See P&E meeting minutes Attachment 3.**

**Membership & Tariff:** Michael Thompson; Michael reported on the Board seats that are open or are opening up. Dena will be leaving the Board in November. Larry Ferguson will be re-upping for another term.

**Enforcement Committee:** Michael Thompson; The next hearing is scheduled for September 17<sup>th</sup> at the PUC small hearings room.

**OUCR Report:** Gary Hyatt; Next meeting is scheduled for December.

**Locate Rodeo:** Jamie Stencil; Nothing to report.

**Website committee:** Michael Thompson; The web page continues to be updated. The standards manual is now on there in a downloaded format. Michael asked for any other changes to be sent to him.

**Special Services:** Kevin Stephens; Anita reported that the request for training is down. An update of the training report is attached. ( attachment 2).

**Nomination Committee:** Michael Thompson. The Board voted for the 2009 Board officers. Chairman: Kevin Stephens, Vice Chairman: Jennifer, Treasurer: John Brand, Secretary: Paul Titus

**CGA:** Rick Welsh; Rick sent out a CGA update by email to all the board members. The CGA board of directors has approved several transaction records for consideration as a best practice.

**NULCA:** Rick Welsh; There are lots of changes going on within NULCA. Rick will report as details become available.

#### **New Business:**

Good of the Order:

Anita has been working with Kim on researching emergency locates and the validity of the emergency status. The hope is to work on ways of reducing bogus emergency locates. This is truly a drain on the system and causes a great deal of undo burden for facility owners and delay's the completion of legitimate locates.

The Board talked about the ability for entities to require certification for operators who do work for them or who issue permits for work. The board formed an operator/trainer committee to address the issues and possibilities of a certification process.

## VOTE RECORD 2008 MEETING

Motion number

**09-10-08-01**

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

Summary:

Yes 0

No 0

## VOTE RECORD 2008 MEETING

Motion number

**09-10-08-02**

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

Summary:

Yes 0

No 0

Jamie Stencil joined the meeting in progress.

## VOTE RECORD 2008 MEETING

Motion number

**08-13-08-03**

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

Summary:

Yes 13

No 0

## VOTE RECORD 2008 MEETING

Motion number

**08-13-08-04**

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

Summary:

Yes 13

No 0

