

FINAL
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, August 12, 2009, OUNC Center, 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

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

Others in attendance were: Frank Planton, Jarrid Morrison and Kim Lakey.

Adopt Previous Board Meeting Minutes: July minutes were approved with changes.

Open Testimony:

OUNC Operations Report: Frank Planton provided copies of the operations report to all board members present for the month of June. Incoming calls for the month was 23,313. Outgoing tickets were 134,170. Total number of subscribers: 965.

Average seconds to answer (ASA) for June was 39.

Frank went over the billing summary for July. Total revenue for the month was \$25,246.33.

A copy of the aging report was provided to the Board for review.

Frank presented the Board with a copy of the Systems Division update on enhancements coming out or already in place. An explanation of Map tools was given to the Board. **A motion was made and approved to allow OCC to offer Map Tools to all ITIC users excluding Emergency ticket types (Motion 08-12-09-010).** Frank was asked if members could receive a copy of the Map that shows the polygon that was drawn by the operator or ITIC user. Frank said that is an option for members as a ticket format. A free format message is sent twice a year to all members informing them of the ability to customize the format of the tickets that they receive. The Board asked if they could see that message before it is sent. Michael Thompson will get a copy of the systems division notice to post on the Oregon Board web site.

Frank gave the Board an update on the past due accounts and a copy of the aging report for accounts that are past due more then 90 days.

Treasurer Report: John Brand reported on the activity of associated with the checks written for the month. A balance sheet was provided to the Board electronically. A copy of the YTD Profit & Loss report showing the transactions for the month had been emailed to the Board.

Chair's Report:

Kevin suggested that the attendance record show members who have been excused from a meeting be reflected in the meeting minutes. There was board discussion and it was decided that the By Laws committee would take this under consideration.

Kevin report on the States efforts to consolidate State agencies and commissions and how it may or may not effect the OUNC Board.

Old Business:

NONE

Committee Reports:

Contracts/RFP: Gary Hyatt; Kevin Stephen presented the Board with the negotiated contract information. It was decided to allow the contract committee (Motion 08-12-09-02) the authority to enter into the contract once the AG's office has approved the terms of the contract and the time period covered with the extension. Frank will include the formula that is to be used in calculating the CPI increase. **A motion was made and carried approving the contract and moving forward with its completion (Motion 08-12-09-02.)**

OAR's/Rules: Rick Welsh; The group has not met since the last meeting. A meeting will be scheduled in the near future.

Manual review committee: Larry Ferguson; Nothing to report.

Budget & Audit: John Brand; Nothing more to report. John expressed that the Board may want to look at transferring their checking account from US Bank to another bank due to the changes that have been implemented by US Bank.

Publicity & Education: Anita Floyd; Anita reported on the items that are being purchase for hand outs. Calendars are on order. Mark will move forward with the artist adding bodies to Dialer and Digby.

Membership & Tariff: Michael Thompson; Michael reported on the open board seats. The OUCC will be electing a new Board rep at their next meeting. The three Natural Gas companies are working on a replace to fill John's seat when it becomes open.

Enforcement Committee: Michael Thompson; Next meeting is scheduled for August 18th at the PUC. Michael encouraged all Board members to attend an enforcement hearing at some point in time.

OUCS Report: Gary Hyatt; The next meeting will be in September in Pendleton. The OUNC meeting will be the day before the OUCS meeting on September 9 at 10 am to allow board members the opportunity to travel that morning.

Locate Rodeo: Jamie Stencil; Rick Welsh reported on the National Locate Rodeo held in Georgia. Ken Evans from City of Gresham took first place for the Water division. Eric Godinez from Utilquest took first place for the power division.

Website committee: Michael Thompson; Paul Titus will forward the Board meeting minutes Bent metal for posting.

Special Services: Kevin Stephens; Kevin reported that members need to get their update information to be included in the report to Kim.

Nomination Committee: Michael Thompson. Voting ballots were passed out to the Board for next year's officers. Officers for 2009 are Jennifer Carter for Chairman, Jim Elam for Vice Chairman, Rick Welsh for Treasurer and Paul Titus for Secretary.

CGA: Rick Welsh; The 2008 Dirt Report is to be released on August 25th, 2009. Shell Pipeline will display the 811 logo on the trunk hood of their NASCAR during the Ford 500. Educational video is being developed for grades 3-5. The Home Depot embrace team program was mentioned. Color duct tape TR has been dropped. John Deere is promoting 811 through retailers and rental offices.

NULCA: Rick Welsh; NULCA held a six hour Board meeting in Atlanta at the locate rodeo. They are discussing holding NULCA regional meetings in various part of the country, similar to the CGA regional partners.

New Business:

Kevin reported that there is a committee being formed to develop best practices for locator training. This is just to review and come up with recommendations.

Good of the Order:

VOTE RECORD 2009 MEETING

Motion number

08-12-09-01

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

Summary:

Yes 12 *** Jennifer Carter arrived after the vote

No 0

VOTE RECORD 2009 MEETING

Motion number

08-12-09-02

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

Summary:

Yes 13

No 0

