

FINAL
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, April 14, 2010, OUNC, Portland, OR

Welcome, Introductions and Announcements: Jennifer Carter 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	O	Dan Harris OUCC	O	Don Patterson Natural Gas Utility Companies
O	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	O	Mark Mitchell Cities >25K	X	Dick Fenske ODOT	X	Michael Thompson PUC
X	Michael Jacobs SDAO	X	Troy Rabe Cable TV	X	Richard Welsh NULCA	O	Open Contractors
O	David Shaw Oregon Rural Elec. Coop.	O	Jennifer Carter Excavators	X	Ron Stinger Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Others in attendance were: Frank Planton, OCC, Kevin Azar, City of Beaverton, Brandon Wolfe, Advantage Drilling and Keith Brown, Stake Center Locators.

Adopt Previous Board Meeting Minutes: March 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 March. Incoming calls for the month was 22,617. Outgoing tickets were 133,706. Total number of subscribers: 968.

Average seconds to answer (ASA) for March was 25.

Frank went over the billing summary for March. Total revenue for the month was \$26,454.24.

Treasurer Report: Rick Welsh provided a report 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:

Old Business:

The letter from the Board Chair will be updated and sent out to the board members explaining their work on the Board and how it benefits the state damage prevention program.

Committee Reports:

Contracts/RFP: Kevin Stephens; Work is being done on a Marketing RFP for promotional materials. The language is being worked on for the contract for the Administrative Assistant position.

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

Manual review committee: Larry Ferguson; Nothing to report.

Budget & Audit: Nothing to report.

Publicity & Education: Anita Floyd. Kevin Stevens reporting – the Coos Bay seminar will be held on May 13th. Anita is getting clarification on the charges for the CEC's. Anita will send an email to all the Board members giving details on the seminar. The Board meeting will be on May 12th at 1:00 P.M. to allow board members time to travel to the area the morning of the meeting. Michael reported that April was proclaimed by the governor's office as "Oregon Safe Digging Month."

Membership & Tariff: Michael Thompson; Open positions Municipal Electric Utilities, Railroads, contractors (Brandon Wolfe pending). Work continues on the tariff.

Enforcement Committee: Michael Thompson; Michael gave a report on the last enforcement hearing. No enforcement meeting is scheduled at this time.

OUCC Report: Dan Harris. Nothing to report.

Locate Rodeo/Locator Training: Nothing to report. No locator Rodeo this year.

Website committee: Kevin Stephens, Michael Thompson; The committees will be updated along with the list of board members.

Special Services: Kevin Stephens/Anita Floyd; An updated report will be handed out next month.

Nomination Committee: Michael Thompson. July is the month that the nominations will take place. August will be the month elections for officers will take place.

CGA: Rick Welsh; Annual meeting was last month. Rick updated the board on the various committees working within the CGA.

NULCA: Rick Welsh; Nothing to report.

Bylaw Committee: Kevin Stephens; Kevin reported on the status of the Bylaws. The Bylaw's committee will be talking on a policies and procedures duty for the board.

New Business:

Good of the Order:

The yearly governs report will be delivered April 15th.