

Final
OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS

Meeting Minutes, December 8, 2010, Grand Ronde, 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	X	Dan Harris OUCC	X	Don Patterson Natural Gas Utility Companies
X	Anita Floyd Telecom >50K	O	Russell Thomas Cities <25K	X	Jim Elam Counties	O	Paul Titus People's Utility Districts
X	Brian Greene Telecom >25K	O	Mark Mitchell Cities >25K	X	Dick Fenske ODOT	X	Michael Thompson PUC
O	Michael Jacobs SDAO	X	Troy Rabe Cable TV	O	Richard Welsh NULCA	X	Tim O'Neil Contractors
O	David Shaw Oregon Rural Elec. Coop.	X	Jennifer Carter Excavators	X	Ron Stinger Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Others in attendance were: Frank Planton, OCC, Laura Venida, OUNC Admin. Asst. Kevin Hennessy, OPUC, Jesse DiStafano, LynnDetering from ODOT and Jarrod Morrison from PGE.

Adopt Previous Board Meeting Minutes: November minutes were approved as written.

Open Testimony: Jarrod Morrison gave testimony to the Board. Jarrod asked the board if the use of a screw in ground rod constitutes the need for an emergency locate request. The Board indicated that the use of the implement would indeed need to be called in as an emergency locate.

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 15,510. Outgoing tickets were 88,646. Total number of subscribers: 972.

Average seconds to answer (ASA) for November was 10.

Frank went over the billing summary for November. Total revenue for the month was \$15,977.51.

Anita asked for clarification of delivery charges and how they are assessed to members.

Treasurer Report: Rick Welsh provided a report on the activity 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:

Anita brought up that the Board approved a strategic planning session for 2011 but they have not approved a budget for the session. A suggestion was made to pair the session with a Board meeting. It was discussed to tie that to the Bend Board meeting in May. The budget for the session will come out of the P&E budget.

Committee Reports:

Contracts/RFP: Kevin Stephens; There is a committee meeting scheduled for tomorrow. Presentations from vendors will be conducted tomorrow.

OAR's/Rules: Rick Welsh; Kevin asked that the committee to convene to go over the FAQ's.

Manual review committee: Larry Ferguson; Nothing to report.

Budget & Audit: Rick Welsh;

Publicity & Education: Anita Floyd. There was a booth at the landscape show in Portland. The committee is putting together request for sponsorship on a smaller basis for the PSA program.

Membership & Tariff: Michael Thompson;

Enforcement Committee: Michael Thompson; Michael went over a case that was heard by the committee. A recommendation of the committee was over turned by the PUC because the PUC felt that there was confusion over practical and literal definition of excavation under the law. A letter from the PUC will be sent to the defendant. Anita requested that an email be sent out to the Board on scheduled enforcement hearings. Michael indicated that should be easy to do. No hears are scheduled at this point in time.

OUCS Report: Dan Harris. Next meeting is scheduled for tomorrow. Elections for officers will be held tomorrow for 2011. John Brand and Stephanie will be honored for their contributions to the council.

Locate Rodeo/Locator Training: Ron Stinger. Don Patterson commented that we need to develop a standard of conduct for attendees of the sessions. There have been situations where there were disruptions from participants. Ron did a recap of the training sessions completed so far. There is a waiting list for future training sessions for next year. Ten thousand dollars were in the budget. The training came in almost \$1,500.00 under budget. Staking University did a great job at the sessions. Board member participation also added to the value of the training. Russ Thomas requested the the OUNC provide a grant to the Oregon Chapter of the APWA for locator training in the Spring of 2011. The APWA wastewater Collection and Street maintenance school will be April 20, 21, 22 in Seaside at the convention center. The Board needed clarification on the dollar amount that is being asked for under Russ's proposal and just what expenses that are being covered. A motion was made to grant up to \$5,000.00 towards the request that Russ is making for locator training. **Motion 12-08-10-01.** A second motion was made to grant up to \$5,000.00 towards the request that Russ is making for locator training pending a review by Anita regarding just what expenses were to be included in the grant funds. **Motion 12-08-10-02**

Website committee: Michael Thompson; The website is constantly being updated. There is always a need to update the articles contained on the site.

Special Services: Kevin Stephens; Laura is updating the report that captures the training that has been done during each month.

Nomination Committee: Michael Thompson. Nothing to report.

CGA: Rick Welsh;

NULCA: Rick Welsh; Nothing to report. Nothing has happened.

Bylaw Committee: Kevin Stephens; Kevin will send out the latest draft of the Bylaws to the Board for review.

New Business:

The Board set a tentative schedule of meetings for 2011.

Good of the Order:

A motion was made to provide Laure Venida, the Administrative Assistant for the OUNC a \$250.00 end of year bonus. **Motion 12-08-10-03.** The motion passed by the Board.

VOTE RECORD 2010 MEETING

Budget approval

Motion number

12-08-10-01

X	Larry D. Ferguson Natural Gas Transmission	X	Kevin Stephens Investor Owned Electric Companies	X	Dan Harris OUCC	X	Don Patterson Natural Gas Utility Companies
X	Anita Floyd Telecom >50K		Russel Thomas Cities <25K	X	Jim Elan Counties		Paul Titus People's Utility Districts
X	Brian Greene Telecom >25K		Mark Mitchell Cities >25K	X	Dick Fenske ODOT	X	Michael Thompson PUC
	Michael Jacobs SDAO	X	Troy Rabe Cable TV		Richard Welsh NULCA	X	Tim O'Neill Contractors
	David Shaw Oregon Rural Elec. Coop	X	Jennifer Carter Excavators	X	Ron Stinger Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Summary:

Yes 0

No 14

、

VOTE RECORD 2010 MEETING

Budget approval

Motion number

12-08-10-02

X	Larry D. Ferguson Natural Gas Transmission	X	Kevin Stephens Investor Owned Electric Companies	X	Dan Harris OUCC	X	Don Patterson Natural Gas Utility Companies
X	Anita Floyd Telecom >50K		Russel Thomas Cities <25K	X	Jim Elan Counties		Paul Titus People's Utility Districts
X	Brian Greene Telecom >25K		Mark Mitchell Cities >25K	X	Dick Fenske ODOT	X	Michael Thompson PUC
	Michael Jacobs SDAO	X	Troy Rabe Cable TV		Richard Welsh NULCA	X	Tim O'Neill Contractors
	David Shaw Oregon Rural Elec. Coop	X	Jennifer Carter Excavators	X	Ron Stinger Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Summary:

Yes 14

No 0

VOTE RECORD 2010 MEETING

Budget approval

Motion number

12-08-10-03

X	Larry D. Ferguson Natural Gas Transmission	X	Kevin Stephens Investor Owned Electric Companies	X	Dan Harris OUCC	X	Don Patterson Natural Gas Utility Companies
X	Anita Floyd Telecom >50K		Russel Thomas Cities <25K	X	Jim Elan Counties		Paul Titus People's Utility Districts
X	Brian Greene Telecom >25K		Mark Mitchell Cities >25K	X	Dick Fenske ODOT	X	Michael Thompson PUC
	Michael Jacobs SDAO	X	Troy Rabe Cable TV		Richard Welsh NULCA	X	Tim O'Neill Contractors
	David Shaw Oregon Rural Elec. Coop	X	Jennifer Carter Excavators	X	Ron Stinger Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Summary:

Yes 14

No 0