

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

Meeting Minutes, March 10, 2010, OUNC, Hood River, OR

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**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	X	Russell Thomas Cities <25K	X	Jim Elam Counties	O	Paul Titus People's Utility Districts
X	Brian Greene Telecom >25K	X	Mark Mitchell Cities >25K	O	Dick Fenske ODOT	O	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.	X	Jennifer Carter Excavators	X	Ron Stinger Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Others in attendance were: Jarrod Morrison, PGE, Marissa Candelore, OUNC admin, Frank Planton, OCC, Shannon Davis, Qwest, Jesse J. DiStefano, City of Roseburg, Ted Jordan, Springfield Utility Board, Chuck Weseman, Hood River Elec. Coop, Matt Wakes, City of Portland, Keith Brown, Stake Center Locating.

**Adopt Previous Board Meeting Minutes:** February minutes were approved.

**Open Testimony:**

**OUNC Operations Report:** Frank Planton provided copies of the operations report to all board members present for the month of Feb. Incoming calls for the month was 16,587. Outgoing tickets were 97,881. Total number of subscribers: 965.

Average seconds to answer (ASA) for February was 11.

Frank went over the billing summary for February. Total revenue for the month was \$23,301.26.

**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:** Jennifer encouraged all board members to join and participate in the various sub committees. It is important for all members to be active in at least one committee.

**Old Business:**

Kevin reported on the history of the locator best practices document handed out at the last board meeting and how they came about. **A motion was passed that OUNC finds no objection to the locator best practices document as present to the Board on March 10<sup>th</sup> 2010 by the subcommittee of the OUSC. (Motion 03-10-10-01)**

Jennifer and Anita are going to be working on plans for a strategic planning session to be held sometime in the Fall.

Committee Reports:

**Contracts/RFP:** Kevin Stephens; Kevin is putting together an RFP for a vendor to supply the giveaways for the Board. There were 180 applications received for the admin 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 Stephens; \$40K worth of orders have been place for radio and TV advertisements throughout the state. The month of April is being hit hard with notice that the month is National Dig Safely month. Regional update is scheduled for Coos Bay on May 13<sup>th</sup>. The draft agenda has been emailed out for that meeting.

**Membership & Tariff:** Michael Thompson; Kevin reported on the process of the changes for the tariff. Mark Mitchell will be stepping down from the Board.

**Enforcement Committee:** Michael Thompson; Jennifer reported that there was a hearing held on cases in February. Kevin reported that there is information being put together on what people should put together when going to a hearing. March 30<sup>th</sup> is the next enforcement hearing.

**OUCR Report:** Dan Harris. Meeting will be held here in Hood River at the Best Western suite 301. May 20<sup>th</sup> is the officers meeting in Bend. Efforts are being made to re-establish the UCC in Klamath County.

**Locate Rodeo/Locator Training:** Lane UCC approached the Board with co sponsoring a locating training session in the Springfield area that could pull interested parties from Portland down to the Klamath Falls area.

**Website committee:** Kevin Stephens, Michael Thompson;

**Special Services:** Kevin Stephens/Anita Floyd;

**Nomination Committee:** Michael Thompson. Nothing to report.

**CGA:** Rick Welsh; The CGA had their annual meeting in San Diego last week. None of the meeting minutes have been posted yet.

**NULCA:** Rick Welsh; Nothing to report.

**Bylaw Committee:** Kevin Stephens; The Bylaws committee met and have made some proposed changes to the current document. Kevin handed out a copy of those proposed changes for the Board to consider.

**New Business:**

**Good of the Order:**

Anita reported that she will be doing two presentations at a water school one at Clackamas Community College and one at the Red Lion in Portland.

A motion was passed that OUNC finds no objection to the locator best practices document as present to the Board on March 10<sup>th</sup> 2010 by the subcommittee of the OUSC.

**VOTE RECORD 2010 MEETING**

Motion number

**03-10-10-01**

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

Summary:

Yes 15

No 0