

FINAL

**OREGON UTILITY NOTIFICATION CENTER
BOARD OF DIRECTORS**

Meeting Minutes, Spirit Mountain, Grand Ronde, OR, December 14, 2011, 2011

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
O	Anita Floyd Telecom >50K	O	Russell Thomas Cities <25K	X	Jim Elam Counties	O	Paul Titus People's Utility Districts
O	Brian Greene Telecom >25K	X	Matt Wales Cities >25K	X	Dick Fenske ODOT	X	Michael Thompson PUC
X	Michael Jacobs SDAO	X	Troy Rabe Cable TV	X	Richard Welsh NULCA	X	Tim O'Neil Contractors
O	David Shaw Oregon Rural Elec. Coop.	X	Jennifer Carter Excavators	X	Ron Stenger Telephone Cooperatives	X	Phil Baker Telecom Damage Prevention

Others in attendance were: Frank Planton, Jesse Di Stefano, Dan Dooley, Ron Forsyth, Gary Hyatt, Jim Bryant, Ken Lamb, Frank Frenzel, Scott Higley, Matt Wales, Kenny Hamlin, Arthur Smith, Jarrod Morrison and Laura Venida.

Adopt Previous Board Meeting Minutes: The November meeting minutes were approved.

Open Testimony: Ron Singh from ODOT presented open testimony regarding the setting of wooden survey stakes. Ron had offered previous testimony at the April Board meeting and was at the meeting to get follow up direction/clarification from the Board. Michael Thompson explained that the Board does not feel that there any reason to adopt or change the rules at this point. There has never been any incident that would cause the Board to offer an exemption for this type of work. Ron explained that OSHA has fined ODOT correctly for driving an iron rod. He was hoping that the Board would provide something in written form explaining the Boards position in order to protect against further fines from OSHA for driving wooden stakes. The second issue that was brought up was the practice of digging around searching for property marks. The Board does not feel that this is a situation that has caused any issue in the past and that practicality dictates that this does not warrant further clarification by the Board. A letter explaining the Boards position will be forth coming by the end of next week.

OUNC Operations Report: Frank Planton provided copies of the operations report to all board members present for the month of November. The Incoming ticket total for the month was 16,461. The Incoming YTD was 219,470. The Outgoing ticket total was 94,168.97. The Outgoing YTD was 1,252,803. The Total number of subscribers increased to 976.

The Average Speed of Answer (ASA) for November was 24 seconds.

Frank went over the billing summary for November. Total revenue for the month was \$16,867.61.

Frank provided the board with a copy of the Aging Report.

Treasurer Report: Rick Welsh reviewed in detail the OUNC balance sheet, the asset detail, and the profit and loss budget performance. This was Rick's last Board meeting. Thanks for all of your hard work Rick and we hope that you will come back and visit us in the future. Troy Rabe will be taking over as the Treasurer for the Board. All accounts will be adjusted to reflect the change in the position.

President's Report: Jennifer: This is Kevin Stephens last Board meeting. Kevin was presented with a plaque recognizing all his hard work and efforts on the Board.

BREAK

Old Business:

Committee Reports:

Contracts/RFP: Kevin Stephens; Kevin reported on the status of the RFQ for promotional materials.

Locate Rodeo/Locator Training: Ron Stenger. Ron reported on the schedule of locator trainings for 2012, Sunriver on May 8/9th, October 9/10th.

Membership & Tariff: Michael Thompson; Michael reported on the status of the various Board seats that are coming up for replacement.

Publicity & Education: Anita Floyd. Jennifer reported that the Board signed up for the Disney program. The committee was presented with a proposal to get set up with Face book (social media). Don Patterson will work on getting set up on Face book as a start. A copy of the proposal will be sent out to all Board members for consideration. Don will be presenting some concepts to the OUCC regarding multiple booths to be used throughout the state.

OAR's/Rules: Jennifer Carter;

Enforcement Committee: Michael Thompson; Michael reported on the last enforcement hearing.

Budget and Audit: Jenifer; Jennifer reported that the budget will be reviewed but will be pretty much the same budget as it was in 2011.

OUCC Report: Dan Harris; Dan reported that the meeting will be held this afternoon. Joint states planning meeting will be held tomorrow at this same location.

Website committee: Michael Thompson; There has been lots of updates to the website. Michael reported on the need to submit updated articles for the website. More updates are needed.

Special Services: Kevin Stephens; The number of training session have been updated. An updated report was available at the meeting.

Nomination Committee: Michael Thompson;

Policies and procedures: Kevin Stephens. Reported that work continues on the P&P manual.

CGA: Rick Welsh; Rick emailed out the CGA new letter to the Board. The 811 bike was featured on the monthly update.

NULCA: Rick Welsh; no report

Bylaw Committee: Kevin Stephens.

Old business:

New Business:

Good of the Order: