

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

Meeting Minutes, March 9, 2011, 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

O	Larry D. Ferguson Natural Gas Transmission	X	Kevin Stephens Investor Owned Electric Companies	X	Dan Harris OUCC	O	Don Patterson Natural Gas Utility Companies
X	Anita Floyd Telecom >50K	X	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	O	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 Telcom Damage Prevention

Others in attendance were: Frank Planton, OCC, Jeff Daniels, Avista, Kevin Hennessy, OPUC, Ken Hamlin, Linn Co. Road Dept., James Bryant, NW Natural, Jarrod Morrison, PGE, Jesse J DiStefano, City of Roseburg DUCC, Chuck Weseman, Hood River Electric Coop.

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

**Open Testimony: OUNC Operations Report:** Frank Planton provided copies of the operations report to all board members present for the month of February. Incoming calls for the month was 15,346. Outgoing tickets were 89,127. Total number of subscribers: 972.

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

Frank went over the billing summary for February. Total revenue for the month was \$23,801.83.

**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. Jennifer gave a verbal report of the Emailed reports.

**Chair's Report:**

**Old Business:**

Anita went over the upcoming meeting in Sunriver and the meeting in Klamath Falls. There will be a locator training in Central Point.

Committee Reports:

**Contracts/RFP:** Kevin Stephens; Kevin said that an RFP is being done for the product fulfillment function that is currently being done by Pacific Marketing.

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

**Manual review committee:** Larry Ferguson; Nothing to report.

**Budget & Audit:** Rick Welsh; Nothing more to report.

**Publicity & Education:** Anita Floyd. Anita reported on the shirt program that is being offered by the Board. She also went over the process that she goes through for allocating give away items to councils. The committee is setting up about \$80,000 in advertising spots throughout the state. Anita went through the allocation of funds in each of the areas. The committee is looking at doing an email campaign to member facility operators.

**Membership & Tariff:** Michael Thompson; Michael reported on open board seats as well as seats that are coming up for expiration.

**Enforcement Committee:** Michael Thompson; Michael gave an overview of the last enforcement hearing. He deferred to Kevin Hennessy to read back the report on the results of the hearings.

**OUCC Report:** Dan Harris. The meeting will be held this afternoon. A letter has been sent out to the local councils on what they have to do to get the \$1,000.00 support from the OUNC.

**Locate Rodeo/Locator Training:** Ron Stenger. Phil gave an update on the locating classes. The Lake Oswego class is over full. They are referring new inquiries to the Seaside and Sunriver Class.

**Website committee:** Michael Thompson; Enforcement meeting dates will be posted on the Website. Anita would like to make changes to the site to make it easier for people to locate the area where they can order giveaways.

**Special Services:** Kevin Stephens; A printed report was available at the meeting. Kevin explained what the report captures and how that information is used.

**Nomination Committee:** Michael Thompson. Nominations will be coming up in July.

**CGA:** Rick Welsh; Rick sent out the monthly CGA newsletter to all the Board members. The CGA is having its meeting in Orlando this week. Rick will monitor the meeting minutes to update the board on anything that comes out of those meetings.

**NULCA:** Rick Welsh; They are holding some meetings at the CGA conference. Hopefully there will be some news coming out of those meetings.

**Bylaw Committee:** Kevin Stephens; Kevin handed out a draft copy of the OUNC Bylaws. He is looking for comments and feedback on the document. **A Motion was made to adopt the Bylaws as written with minor typo changes. Motion 03-09-11-01. Motion passed**

**New Business:**

April has been designated as call before you dig month by the governor.

**Good of the Order:**

**VOTE RECORD 2011 MEETING**

**Adoption of Bylaws**

Motion number

**03-09-11-01**

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

Summary:

Yes 14

No 0

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