

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

Meeting Minutes, Running Y Ranch, Klamath Falls, 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	O	Dan Harris OUCC	X	Don Patterson Natural Gas Utility Companies
O	Anita Floyd Telecom >50K	X	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
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 Stenger Telephone Cooperatives	X	Phil Baker Telcom Damage Prevention

Others in attendance were: Frank Planton, Don Wilcox, John Ivey, Bob Neathans, James Bryant, Jesse Di Stefano, Dan Dooley, Jarrod Morrison, Ron Forsythe, Horace McGahey and Kenny Hamlin.

**Adopt Previous Board Meeting Minutes:** August 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 August. Incoming calls for the month was 22681. Outgoing tickets were 128,938. Total number of subscribers: 972.

Average seconds to answer (ASA) for August was 42.

Frank went over the billing summary for August. Total revenue for the month was \$18,748.30.

**Treasurer Report:** Jennifer gave a verbal 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:**

Committee Reports:

<b>Contracts/RFP:</b> Kevin Stephens; Nothing to report.
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**OAR's/Rules:** Jennifer Carter; Nothing to report.

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

**Budget & Audit:** Rick Welsh; Fifty thousand needs to be moved to the P&E account. Work needs to start on next year's budget.

**Publicity & Education:** Anita Floyd. Michael reported on the Publicity and Education committee. The fifty thousand need to be moved into the P&E fund for the project that was already approved. Some of the pricing of giving away items are going up. Michael reported on the Keizer water tank project.

**Membership & Tariff:** Michael Thompson;

**Enforcement Committee:** Michael Thompson; There have been no enforcement meetings to report on. The next meeting has not been scheduled.

**OUCC Report:** Dan Harris. The last meeting was held earlier today.

**Locate Rodeo/Locator Training:** Ron Stenger. Ron reported on the training going on in Medford. There were 23 attendees at the training. 217 people have taken the class over the course of this year. There have been 7 classes. Next class's are tentatively scheduled for next March and next May. There was a lot of discussion revolved around the best way to do outreach meetings that are targeted to contractors in educating and answering questions they have about the excavation laws.

**Website committee:** Michael Thompson; [Lots of information has been updated on the site. New links have been added to the web site. Spot light articles have been updated.

**Special Services:** Kevin Stephens; Nothing to report. No new trainings have been reported. Don asked if there were any train the trainer session scheduled for next year. Kevin said no, but that we could do that if there was a need.

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

**CGA:** Rick Welsh; Rick sent out a copy of the news letter to the Board.

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

**Bylaw Committee:** Kevin Stephens. Nothing to report.

**Policies and procedures:** Kevin Stephens. The committee has met and will be meeting again to start working on them.

**New Business:**

**Good of the Order:**

