

One-Call of Wyoming
Minutes
September 9, 2008
Parkway Plaza, Casper, Wyoming

A regular meeting of One-Call of Wyoming's Board of Directors was held in the Gourmet Room at the Parkway Plaza in Casper on September 9, 2008, at 10:00 a.m. In attendance were the following:

BOARD MEMBERS PRESENT:

1. Steve Loftin – Wyoming Contractors Association (71 Construction)
2. Mark Ransdell – Gas Gathering and Transmission Pipelines (Questar) [via telephone]
3. Lowell Ray Anderson – Joint Powers Board/User Owned Water-Sewer-Air (Shoshone Municipal Pipeline) [via telephone]
4. Wayne D. Johnson – Local Telephone Communications (Qwest) [via telephone]
5. Arnie Davis – Call-In Dig-In Safety Council (Crook and Campbell Counties)
6. Mark Williams – Municipal (WYDOT)
7. Doug Malsom – Cable Telecommunications (Bresnan Communications)
8. Collens Wakefield – Electrical Distribution and Transmission (Cheyenne Light, Fuel & Power)
9. Don Swindle – Long-Distance Telephone Communication (Rocky Mountain Power)
10. Bret Crouch – Liquids Pipeline Transportation (Anadarko)

BOARD MEMBERS ABSENT:

1. Jim Bunch – Utility Locates of Weston County (Black Hills Power)
2. Dennis Lawrence – Wind River-Big Horn Basin Utility Coordinating Council (City of Riverton)
3. Evan Woolston – Gas Distribution (Montana-Dakota Utilities Co.)
4. Daniel Thissen – Albany County Utility Coordinating Council (Bresnan Communications, LLC)
5. Russell Waldner – Carbon County Pipeline Association (Carbon Power & Light)

GUESTS:

1. Pete Melissakis – One Call Systems, Inc.
2. Laura Arellano – Public Service Commission
3. Bill Mixer – Casper College
4. Stan Waterman – Embarq
5. Josh Gilstrap – Womack and Associates, Inc. (Jackson) [via telephone]

ALSO PRESENT:

1. Harry Williams – Executive Director
2. Judy Williams – Secretary

Vice President Steve Loftin called the meeting to order at 10:05 a.m.

Vice President Loftin welcomed all in attendance to the meeting and had all in attendance introduce themselves.

Vice President Loftin asked for additions or corrections to the agenda. Josh Gilstrap was moved from the fourth item to the third item on the agenda.

Mr. Gilstrap thanked the Board for letting him state his concern. His question is in regard to the State Law, Title 37 Public Utilities, Chapter 12, Article 3, §37-12-302 (c). Steve Loftin stated that the law is written with three different players: 1) the owner of the project, 2) the excavator, and 3) the utility, all called persons. You have to be careful when reading the law as to whom it is talking about. Steve talked to Pete Melissakis and when a person calls in for a locate ticket, the customer service representative asks the person for their name and their company name. If caller has previously called in a ticket, that information is automatically inserted based on their telephone number. Neither the One Call Center nor the utility companies are put into any liability because if you call in as the excavator and all the locates are not done, the excavator is relieved of the cost and responsibility for the damage to the utilities that are not marked. Then the law states if the locate is miss-marked by the utility company then the excavator is not responsible. If all the rules are followed, the excavator is responsible for any damage done to the utility. Wayne Johnson asked that if Mr. Gilstrap calls in a ticket and it describes the work being done and the actual work is being done by someone else, who is covered under that locate request? Is that the question? Mark Williams and Mark Ransdell stated that the liability should be in an agreement between the parties involved.

Laura Arellano with the Public Service Commission updated us on the proposed damage prevention workshop. The date of the workshop has changed and is scheduled for November 12. They are in the process of creating a brochure to get out. They are going to contact Wyoming Association of Municipalities and the Wyoming Contractors Association. Steve Loftin, Mark Ransdell, Mark Williams, Russell Waldner will represent OCW on the three panel discussions as outlined in the July 9, 2008, minutes.

Bill Mixer from Casper College gave an update on locator training and certification. A partnership agreement with Staking University has been finalized and all students going through the program will receive Staking certification. He would like distribution lists so brochures can be mailed out. The class syllabus has been submitted to the Curriculum Committee and they are waiting for course approval. If the course is approved it will be a two credit course. The cost of the course will be approximately \$150.00. He suggested that if an out of state student signs up, be sure he uses a Wyoming address. The class size will be 10 students. The dates are November 3-7, 17-21, December 1-5, and 15-19, 2008. Bill asked about dates for 2009. Dave Arndt will be teaching the classroom training in Casper. The course will also be available online. Bill will do the online training. The student will be given four to five weeks to complete the theory portion online and then the two-day lab at Casper College within a week or two of completion of the theory portion. A pass or fail test will be given to all students at the end of the course. There are 115 questions available and 35 of those questions will be will be picked at random for the test. Harry asked what standards are being used. The answer was International Locator Certification Standard. There was discussion on having the course at other colleges. The testing

lab has been set up at Casper College using their underground utilities and it would be difficult to build labs at the other colleges, as well as being cost prohibitive.

The Operational Report for August was: 10,205 incoming calls and 67,278 outgoing messages. There were 9,349 routine tickets, 36 non-compliant tickets, 255 emergency tickets, 82 canceled tickets, 103 damage tickets, 192 no response tickets, 188 overwrite tickets, and 392 meetings scheduled. Average speed of answer was 38 seconds.

Pete Melissakis stated that three employees have left and three employees are in training. He also stated that there are more “force ons” and wondered what could be done to decrease these. Some companies know there are utilities in the digging area, but other company’s do not. The “force on” companies are not charged for the ticket. Arnie stated that in her area, the locator sometimes know what utilities are in that area and if a utility is not listed, they will contact that utility, or if there is a field person there that person might contact the right people. Solution would for utilities to make sure their maps are updated. Harry suggested bringing this up at the Annual Meeting and possibly charging them more for the “force on”.

The July 9, 2008, minutes were reviewed. Due to a conflict with the proposed Public Service Commission damage prevention workshop, the date of OCW’s Annual Meeting date of November 12, 2008, had to be changed to November 13, 2008. Doug Malsom moved, seconded by Collens Wakefield, to rescind the November 12, 2008, Annual Meeting date as stated in the July 9, 2008, minutes and change the date to November 13, 2008. Motion carried.

At Arnie Davis’ request, Harry Williams presented the Treasurer’s Report. Harry reported that the \$200,000.00 CD was cashed to pay the bills. There was discussion on advertising in the national yellow books. There are over 50 yellow books at \$300.00 per book. It was decided to not advertise in these books. Doug Malsom moved, seconded by Mark Williams and carried, to accept the financial report as presented and to pay the bills.

(Lowell Ray Anderson left the meeting at 11:45 a.m.)

Utility Locates of Weston County did not have a report.

Arnie Davis reported that the Call-In Dig-In Safety Council is busy.

Albany County Utility Coordinating Council did not have a report.

Wind River-Big Horn Basin Utility Coordinating Council did not have a report.

In the absence of Russell Waldner, Mark Ransdell reported on the Carbon County Pipeline Association, the Uinta County Pipeline Association, and the Green River Basin Pipeline Associations had meetings within the last month to month and one-half. The meetings were two-fold: 1) make sure a workshop is planned in each one of the areas after the first of the year and 2) discuss the potential of a state pipeline organization. There will be meetings in each one of those areas. The Carbon County Pipeline Association meetings will be coordinated with the state pipeline organization.

There was nothing to report on the Secretary's report.

Mark Ransdell reported that a Wyoming Pipeline Association (WyPA) meeting was held in August in Casper. Collens Wakefield and Bret Crouch were also in attendance. A state organization will be formed; there is enough interest and effort especially in the northern and eastern part of the state. A board is in place, the Chairman is Jon Brown. They are working on setting up workshops for next year. Their focus is on workshops for first responders, public officials and county employees. There is still discussion on funding and the interaction it will have with the existing councils. Companies that are not required to by DOT regulations are more than welcome to join. Two main things to come before OCW board are: 1) the excavator breakfasts and 2) how and if they are coordinated with WyPA workshops. Realize the breakfasts/workshops are not open to just pipeline but any other utilities that want to participate. In the past, OCW has supported the local councils with money for door prizes, will continue to happen? Mark Ransdell suggested hiring someone to help put on the excavator breakfasts. He said that Uinta County Pipeline Association has set February 18, 2009, for their workshop. It was decided that the Legislative Committee will have a meeting to set dates and locations for the breakfasts.

Harry contacted Public Service Commission about PRB bankruptcy. PSC said that PRB was not in their jurisdiction. Arnie stated that another company has bought PRB out and she would get the new company to contact the OCS office.

OCW will have a booth at the Rural Water Conference to be held in Cody September 24 and 25, 2008. The Annual Meeting has been set for November 13, 2008. There was discussion on having a dinner the night before the Annual Meeting and inviting PSC people and possibly the governor. A letter was received from Mike Parilac in regard to sending *Underground Focus* to all OCW members free of charge. South Dakota One Call sent out a survey in regard to comparative ticket prices charged in surrounding states. The lowest ticket price was 90 cents (Iowa) and the highest ticket price was \$1.45 (Minnesota).

After a dig-in at the Jonah field near Pinedale, Shell Oil drafted a Pipeline Safety Checklist. It could be used if any utility is damaged.

Harry was instructed to write letters to the Joint Powers Board/User owned (not for profit Water-Sewer-Air facilities) in regard to their representation on the board.

The next Board of Director's meeting will be after the Annual Meeting **THURSDAY, NOVEMBER 13, 2008**, at the Casper Parkway Plaza.

With no more business to come before the Board, Arnie Davis moved, seconded by Don Swindle and carried, to adjourn. Meeting adjourned at 1:10 p.m.