

**One-Call of Wyoming
Minutes
August 26, 2009
Parkway Plaza, Casper, Wyoming**

A regular meeting of One-Call of Wyoming's Board of Directors was held in the American Room at the Parkway Plaza in Casper on August 26, 2009, at 1:00 p.m., following a morning Stakeholders' meeting.

BOARD MEMBERS PRESENT:

1. Lowell Ray Anderson – Joint Powers Board/User Owned Water-Sewer-Air (North End water Users) (via telephone conference call)
2. Marcie Buchholz – Long-Distance Telephone Communication (Rocky Mountain Power)
3. Jim Bunch – Utility Locates of Weston County (Black Hills Power)
4. Bret Crouch – Liquids Pipeline Transportation (Anadarko)
5. Arnie Davis – Call-In Dig-In Safety Council (Crook and Campbell Counties)
6. Dennis Lawrence – Wind River-Big Horn Basin Utility Coordinating Council (City of Riverton)
7. Steve Loftin -- Wyoming Contractors Association (71 Construction)
8. Doug Malsom – Cable Telecommunications (Bresnan Communications)
9. Mark Ransdell – Gas Gathering and Transmission Pipelines (Questar)
10. Russell Waldner – Carbon County Pipeline Association (Carbon Power & Light) (via telephone conference call)
11. Mark Williams – Municipal (WYDOT)
12. Evan Woolston – Gas Distribution (Montana-Dakota Utilities Co.)
13. (vacancy) Electrical Distribution and Transmission

BOARD MEMBERS ABSENT:

1. Wayne D. Johnson – Local Telephone Communications (Qwest)

GUESTS:

1. Pete Melissakis – One Call Systems, Inc.
2. Nancy Berry -- ELM Locators
3. Wade Averett – Underground Locators, LLC

ALSO PRESENT:

1. Harry Williams, outgoing Executive Director
2. Judy Williams, outgoing Secretary
3. Collens Wakefield, incoming Executive Director
4. Virginia (Ginny) Wakefield

President Mark Ransdell called the meeting to order at 1:04 p.m.

President Ransdell welcomed all in attendance to the meeting and had all members introduce themselves.

President Ransdell asked for additions or corrections to the agenda. Jim Bunch moved to accept the agenda as printed. Seconded by Evan Woolston. Motion carried.

Pete Melissakis gave the Operational Report for July 2009: 9,959 incoming calls and 57,939 outgoing messages. There were 9,014 routine tickets, 26 non-compliant tickets, 323

emergency tickets, 68 canceled tickets, 88 damage tickets, 193 no-response tickets, 247 overwrite tickets, and 360 meetings scheduled. Average speed of answer was 20 seconds. Pete mentioned that last month calls were down about seven percent from the same month last year and down about eleven percent in the total number of tickets compared to last year. ONTRY (ONline Ticket EntRY) and IBIS (Intelligent Batch Input System) are also down four to five percent so the office is down about fifteen percent from last year.

Pete noted that although the workload is down, the callers' inexperience has increased. He would like to see this problem addressed at a future Stakeholders' meeting.

Mark asked Collens to emphasize Caller Education during the Damage Prevention Workshops that Collens will be giving next year. Arnie has the form for callers to use. Collens should hand it out at the workshops. Information needed for locates is on the voice-mail and on the website.

Steve Loftin moved to accept the minutes of July 16, 2009, as presented. Seconded by Jim Bunch. Motion carried.

Arnie Davis gave the Treasurer's Report. Harry Williams reported that \$100,000 was moved to Security First Bank in Cheyenne so incoming Executive Director Collens Wakefield can set up a new OCW account. Jim Bunch moved that once the last three checks clear the Wheatland bank, for Harry to write a check and close out the old account. Seconded by Steve Loftin. Motion carried.

Jim Bunch moved to accept the Treasurer's Report. Seconded by Dennis Lawrence. Motion carried.

Councils and Associations Reports:

- Carbon County Pipeline Association (Russell Waldner not on the telephone conference call yet, no report.)
- Utility Locates of Weston County. Jim Bunch reported running ads in the local papers. They will meet September 15, 2009.
- Call-In Dig-In Safety Council. Arnie Davis stated they had a meeting last week. At the previous meeting they planned the contractor banquet coming up in February 2010. They will work with the WyPA (Wyoming Pipeline Association). They will hold the new meeting for the emergency responders and they will do the banquet in the evening as they've done before.
- Wind River-Big Horn Basin Utility Coordinating Council. Dennis Lawrence reported no meetings. He had a complaint from Mid-Valley Construction from Ontario, Oregon. They claim they don't have to wait 48 hours before digging. They're in Riverton.
- Uinta County Pipeline. Mark Ransdell reported they're still in business and cooperating with the WyPA effort.
- Green River Basin Pipeline Association. Mark reported they are active and met this morning, August 26. They plan to coordinate with the WyPA workshop and work with OCW.

Secretary's Report. Lowell Ray Anderson had nothing to report.

Old Business:

Stakeholders' meeting, August 26, 2009.

Harry Williams expressed concern regarding proceeding with trying to change legislation, a concern supported by Arnie Davis and others. Discussion ensued. Harry said that if the DIRT (Damage Information Reporting Tool) program would be implemented, good facts

would be available. Mark Ransdell noted that the pros and cons of proceeding should be reviewed again at the next Stakeholders' meeting.

Steve Loftin said that the subcommittee will prepare a rewrite draft of the Penalty Clause. He noted that WANGU (Wyoming Association of Natural Gas Utilities) has been at the forefront for changing One-Call law, using the term "repeat offenders." We need hard facts in order to support OCW's actually proposing legislative changes.

Mark Ransdell noted that the group listed their concerns at the initial meeting, then focused to begin working on the Penalty Clause.

Steve Loftin reiterated that the group decided that the three most egregious issues were Emergency Locates (which may be put into the Penalty Phase), White-lining, and "Business Days."

WyPA 2010 Event Planner.

Collens Wakefield has been in touch with Jon Brown of WyPA about doing the One-Call Damage Prevention Workshops in conjunction with the First Responder Public Official meetings sponsored by WyPA. Collens said that he offered Jon a suggested grouping of towns as Collens would like to make every meeting. He noted that may not be possible, due to inclement weather, etc. He told Jon he has the support of the OCW Board with people who are willing to help out in their areas.

Steve Loftin moved that OCW coordinate with WyPA in putting on these workshops and that OCW pay its share of costs. Seconded by Jim Bunch. Motion carried.

Mark Ransdell pointed out that OCW can also work with other groups to put on these public education workshops. Arnie Davis supported this.

(Russell Waldner joined the meeting)\

New Business:

Harry and Judy Williams offered their resignation, effective September 30, 2009. Jim Bunch moved to accept the resignation. Seconded by Steve Loftin. Motion carried.

Doug Malsom moved to accept Collens Wakefield's resignation from the Board as the representative of Electric Distribution and Transmission. Seconded by Evan Woolston. Motion carried.

Mark Williams moved to appoint Russell Waldner to fill the unexpired Electric Distribution and Transmission position vacated by Collens Wakefield. Seconded by Arnie Davis. Motion carried.

As the new Executive Director, Collens Wakefield is transitioning equipment, phone lines, bank service, and mailbox to Cheyenne. He will notify the Board and update the list on the website when everything is in place. He has had to change the fax number. The Board agreed to use the 888 number as the primary business number. Collens gave his personal cell phone number to the Board.

Mark Williams moved that OCW accept the printer, fax machine, and copier from Harry Williams in exchange for a computer kept by Harry Williams. Seconded by Doug Malsom. Motion carried.

The Board discussed the status of various Councils represented on the Board. For the Councils to be in compliance, they must 1) be registered with the Wyoming Secretary of State, 2) pay annual dues, and 3) submit minutes of their meetings. The Executive Director will mail friendly letters to the three councils not in compliance: Carbon County Pipeline Association,

Utility Locates of Weston County, and Wind River-Big Horn Basin Utility Coordinating Council.

Steve Loftin moved that since Albany County Council has not been active or in compliance for two years, it will be dropped from the Board. Seconded by Mark Williams. Motion carried.

Russell Waldner, chairman of the Nominating Committee, recommended that the Board accept the committee's nominees for the election at the Annual Meeting.

Mark Ransdell - Gas Gathering and Transmission Pipelines
Bret Crouch - Liquids Pipeline Transportation
Russell Waldner - Electrical Distribution and Transmission
Doug Malsom - Cable Telecommunications

Ballots need to be out 45 days prior to the Annual Meeting on November 11, 2009. Evan Woolston moved to accept the nominations. Seconded by Bret Crouch. Motion carried.

The Board discussed whether or not to join the DIRT program. Arnie Davis will get more information and bring back to the Board. Then some decision can be made on the benefits to OCW.

The Board discussed the contract between Collens Wakefield and OCW. The Board will suggest revisions and have the final draft reviewed by OCW's attorney.

The Board of Directors will meet after the next Stakeholders' meeting which will be set up later by their subcommittee, chaired by Charlene Murdock.

Steve Loftin moved to adjourn the meeting. Seconded by Evan Woolston. Motion carried. Meeting was adjourned at 3:40 p.m.

(Original minutes recorded and transcribed by Virginia R. Wakefield.)

Respectfully submitted, Lowell Ray Anderson, Secretary.