

One-Call of Wyoming

Minutes

April 12, 2006

Parkway Plaza, Casper, Wyoming

A regular meeting of One-Call of Wyoming's Board of Directors was held in the Railroad Room at the Parkway Plaza in Casper on April 12, 2006, at 10:00 a.m. In attendance were the following:

BOARD MEMBERS PRESENT:

1. Tim Hibbard – Municipal (WYDOT)
2. Wayne D. Johnson – Local Telephone Communications (Qwest)
3. Lowell Ray Anderson – Joint Powers Board/User Owned Water-Sewer-Air (Shoshone Municipal Pipeline) [via telephone]
4. Mark Ransdell – Gas Gathering and Transmission Pipelines (Questar) [via telephone]
5. Arnie Davis – Call-In Dig-In Safety Council (Crook and Campbell Counties)
6. Steve Loftin – Wyoming Contractors Association (71 Construction)
7. Russell Waldner – Carbon County Pipeline Association (Carbon Power & Light)
8. Daniel Thissen – Albany County Utility Coordinating Council (Bresnan Communications, LLC)
9. Doug Malsom – Cable Telecommunications (Bresnan Communications)
10. Collens Wakefield – Electrical Distribution and Transmission (Cheyenne Light, Fuel & Power)
11. Jim Bunch – Utility Locates of Weston County (Black Hills Power)
12. Ron Grandstaff – Liquids Pipeline Transportation (ConocoPhillips)
13. Justin Lesser – Central Wyoming Utilities Coordinating Council (City of Casper)
14. Don Swindle – Long-Distance Telephone Communication (Pacific Power)

BOARD MEMBERS ABSENT:

1. Bill Pettit – Gas Distribution (Montana-Dakota Utilities Co.)
2. Dennis Lawrence – Wind River-Big Horn Basin Utility Coordinating Council (City of Riverton)

GUESTS:

1. Candace Miles – One Call Systems, Inc.
2. Ben Taylor – Anadarko Petroleum – Rock Springs

ALSO PRESENT:

1. Tony Zettlemyer – Central Wyoming Utilities Coordinating Council (City of Casper)
2. Harry Williams – Executive Director
3. Judy Williams – Secretary

President Tim Hibbard called the meeting to order at 10:00 a.m.

Roll call was taken.

President Hibbard asked for additions or corrections to the agenda. Russell Waldner moved, seconded by Steve Loftin and carried, to approve the agenda.

Candace presented One Call Systems, Inc. Operational Report for March. There were 5,459 incoming calls and 33,129 outgoing messages. There were 4,974 routine tickets, 36 non-compliant tickets, 206 emergency tickets, 44 canceled tickets, 27 damage tickets, 74 no response tickets, 98 overwrite tickets, and 261 meetings scheduled. Average speed of answer was eight seconds. There are now 15 call center operators, including Candace.

Russell asked how Intelligent Batch Input System (IBIS) will show up on the reports. Candace will check and get back to him.

Doug Malsom had received a complaint from the power company's contractor concerning a meet. No one showed for the scheduled meet. Doug Malsom was called and was told by the contractor that the call center operator was very rude to him. She told him he was not clear to dig until April 12. There are three Board Members involved in this locate. The contractor also asked to speak to the call center supervisor. He was put on hold for sometime and then the call center operator came back on and said the supervisor was not available right then. Candace was given information and will report to the Board in May on her findings.

(Lowell Ray Anderson entered the meeting at 10:05 a.m.)

(Candace left the meeting at 11:00 a.m.)

The February 8, 2006, Board minutes were reviewed. Russell Waldner moved, seconded by Wayne Johnson and carried, to approve the February 8, 2006, Board minutes as printed.

Russell Waldner moved, seconded by Doug Malsom and carried, to accept the financial report as E-mailed and to pay the bills.

Russell Waldner reported that Carbon County Pipeline Association held its first responder's/contractor's public awareness presentation March 23, 2006, at the Jeffrey Center. There were over 100 participants. They gave away a lot of door prizes.

Jim Bunch reported that the Utility Locates of Weston County banquet is April 18, 2006, at the Newcastle Country Club. Doug Jorrey, Weston County Homeland Security representative will be the speaker. Jim extended an invitation to all Board Members to attend the banquet.

Arnie Davis reported that the Call-In Dig-In Safety Council banquet was held February 16, 2006. Due to weather conditions, the OCS and OSHA representatives canceled. There was a good dinner, small attendance, and lots of door prizes. They will try again next year.

Albany County Utility Coordinating Council – no report.

Wind River-Big Horn Basin Utility Coordinating Council – no report.

Justin Lesser reported that the Central Wyoming Utilities Coordinating Council dinner was held March 30, 2006, at Parkway Plaza. Doug Malsom reported that there were 228 in attendance. Three guns, money, and a trip to Deadwood were given away as door prizes. There were several problems with the Parkway. Doug had scheduled the dinner a year ago and the day before the dinner, Parkway called and said the rooms that were reserved were not available. The food bill was way over last year's bill and over the contract Doug signed in January. President

Hibbard stated that OCW would be willing to help. Doug will check into it and report his findings next month.

Mark Ransdell reported that Green River Basin Pipeline Association held its seminar during the day on March 21, 2006, at the fairgrounds in Rock Springs. Uinta County Pipeline held its dinner on March 22, 2006, at the Machine Shop in Evanston. There were 180 in attendance for each event. Both associations hired a retired fire fighter to speak. Mark thanked OCW for the support.

Lowell Ray Anderson reported there was nothing to report on the Secretary's report.

The 811 number was discussed. The 811 logo and tagline were unveiled at the Common Ground Alliance (CGA) Annual Meeting in Phoenix. CGA is excited about the 811 number, but talking with other state representatives, Wyoming is not the only state with problems concerning telephone companies charging per call. Oregon's representative offered to come to Wyoming and tell us how Oregon changed the state law concerning penalties, etc., and changed their own bylaws.

Russell will draft a letter to Wyoming telephone exchanges in order to stay in compliance with the FCC order. He will E-mail a draft to the Board Members. If there are corrections, E-mail them back to Russell, and he will send the letter to Harry for mailing. The 811 number is to be provided by the telephone exchanges. Steve Loftin moved seconded by Doug Malsom and carried, to send a letter to the telephone exchanges stating that OCW has read the FCC regulation pertaining to the 811 number and we are providing the information required of us concerning the FCC regulations for the 811 number and we are not requesting services from the telephone companies. We are simply providing this information for compliance with the FCC Regulation.

(Ben Taylor left the meeting at 11:45 a.m.)

The RFP E-mailed to the Board for an advertising campaign was discussed. It was decided that the RFP was too extensive and Harry was instructed to redo the RFP. Being it is almost too late for the homeowners to be included in this advertising, it was suggested to use the information received from a movie theater and advertise at the movie house. The contract will be for a one-year period from when the contract is signed.

Justin Lesser stated the letter Harry wrote to the Casper contractor who was not following policies or procedures had positive results – the contractor is now following policies and procedures.

Steve Loftin had inquired about use of the McMurry Center. It is easy to do a class, just provide an instructor and provide catered lunches. The price for a large classroom for 30 people is \$85.00. A smaller classroom for 20 people is \$65.00. Locator certification was discussed again. Several ideas were considered. Russell will check with CGA to see if they have anything available.

Collens Wakefield wanted to know when a new handbook would be out. He had received a call asking when a new handbook would be available. When changes to the by-laws and state statute are made, a new handbook will be produced.

President Hibbard questioned what the Legislative Committee has done. A committee consisting Tim Hibbard, Russell Waldner and Keith Thomason were to put together recommendations; however, this hasn't occurred.

Two \$200,000.00 certificates of deposits were purchased – one for 30 days and one for one year.

Harry reported on the CGA Annual Meeting.

Arnie wanted to know if any of the Board Members' locators made comments about new ticket numbers being assigned for updates. Her locators, contractors, and she herself thought it would be a good idea to keep the same ticket number throughout a project. One of her contractors said North Dakota does this. This will be a good question for Gary Craig next month.

The pipeline group will meet in Wheatland April 18, Cheyenne April 20, Casper April 27, Sheridan May 25, Powell May 30, and Gillette June 1. Dates are tentative for Powell and Gillette.

The next Board of Director's meeting will be held on **WEDNESDAY, MAY 10, 2006**, at the Casper Parkway Plaza.

With no more business to come before the board, Wayne Johnson moved, seconded by Russell Waldner and carried, to adjourn. Meeting adjourned at 12:30 p.m.