

One-Call of Wyoming

Minutes

January 11, 2006

Parkway Plaza, Casper, Wyoming

A regular meeting of One-Call of Wyoming's Board of Directors was held in the Senate Room at the Parkway Plaza in Casper on January 11, 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) [via telephone]
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. Bill Pettit – Gas Distribution (Montana-Dakota Utilities Co.)
9. Doug Malsom – Cable Telecommunications (Bresnan Communications)
10. Jim Bunch – Utility Locates of Weston County (Black Hills Power)
11. Daniel Thissen – Albany County Utility Coordinating Council (Bresnan Communications, LLC)
12. Collens Wakefield – Electrical Distribution and Transmission (Cheyenne Light, Fuel & Power)
13. Ron Grandstaff – Liquids Pipeline Transportation (ConocoPhillips)
14. Justin Lesser – Central Wyoming Utilities Coordinating Council (City of Casper)

BOARD MEMBERS ABSENT:

1. Dennis Lawrence – Wind River-Big Horn Basin Utility Coordinating Council (City of Riverton)
2. Bob Park – Long-Distance Telephone Communication (Pacific Power)

GUESTS:

1. Candace Miles – One Call Systems, Inc.

ALSO PRESENT:

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

President Tim Hibbard advised there was not a quorum present.

Since there was not a quorum, President Hibbard suggested giving the Director's Report. Harry reported that the "Excavation Safety Guide™ 2006" had been received and recommended that the publication be distributed to as many members/contractors as possible.

(Mark Ransdell entered the meeting at 10:05 a.m. via telephone)

(Ron Grandstaff entered the meeting at 10:05 a.m.)

President Hibbard called the meeting to order at 10:06 a.m. declaring a quorum.

President Hibbard asked for additions or corrections to the agenda. Under Old Business, President Hibbard requested adding advertising and by-laws. Under New Business, adding locator training. Doug Malsom moved, seconded by Russell Waldner and carried, to accept the agenda as amended.

Candace presented One Call Systems, Inc. Operational Report for December. There were 3,074 incoming calls and 19,206 outgoing messages. There were 2,632 routine tickets, 35 non-compliant tickets, 226 emergency tickets, 32 canceled tickets, 28 damage tickets, 46 no response tickets, 75 overwrite tickets, and 136 meetings scheduled. Average speed of answer was 18 seconds.

(Jim Bunch entered the meeting at 10:11 a.m.)

The October 11, 2005, and November 9, 2005, Board minutes were reviewed. Russell Waldner moved, seconded by Bill Pettit and carried, to approve the October 11, 2005, and November 9, 2005, Board minutes as printed.

(Collens Wakefield entered the meeting at 10:20 a.m.)

Arnie Davis gave the financial report. After review, Russell Waldner moved, seconded by Jim Bunch and carried, to accept the financial report as presented and pay the bills.

(Justin Lesser and Tony Zettlemyer entered the meeting at 10:25 a.m.)

Russell reported that the Carbon County Pipeline Association is working on setting up first responder dinners.

Jim Bunch reported the Utility Locates of Weston County held a meeting in November. They will be setting up their dinner in April.

Arnie Davis reported the Call-In Dig-In Safety Council held a meeting which she did not attend. They should be working on their contractor dinner since it will be in February.

Albany County Utility Coordinating Council – no report.

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

Doug Malsom introduced Justin Lesser as the Central Wyoming Utilities Coordinating Council's representative. Justin reported that the council's dinner would be March 30, 2006. On December 26, 2005, there was a problem – OCS's common carrier put in the wrong routing number and all calls were going to the Casper office instead of Pittsburgh.

Mark Ransdell is involved with two pipeline associations in southwest Wyoming. One is the Uinta County pipeline and the other one is the Green River Basin Pipeline Association, which

includes Sweetwater, Lincoln, and Sublette Counties. He would be glad to report on these associations if they were to be included on the agenda. At the present the two seminars for the first responders and contractors are scheduled for March 21, 2006, in Rock Springs (day session) and March 22, 2006, in Evanston. Both groups asked Mark to invite Harry to be present. Tim will have the two associations put on the agenda.

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

There was a lengthy discussion on the 811 number. Qwest charges will be \$300 service establishment charge, \$30 activation charge for each of the 28 switches, and \$0.01 per call routed. The service and activation charges are one-time charges. Chugwater's charge would be \$250/hour for programming and they estimated it would take two hours, a one-time fee. The Board will not take action on this until Russell comes back with an answer from PSC in regard to Qwest's tariff being approved and a cost analysis of the other telephone companies.

The Wyoming Common Ground Alliance Petition for Partnership is to be voted on this month.

The Fire Marshall's Meeting was held in Jackson. Harry, Mark Ransdell, and several other OCW members attended. Members from the Federal Pipeline Safety group were also in attendance. These meetings will be in all states, with Wyoming being the first one. Purpose of the meetings is to get the first responders and the one-call centers together. CGA is holding their annual meeting in Arizona March 13 – 15, 2006. Russell Waldner moved, seconded by Ron Grandstaff and carried, to send Harry and Judy to the Common Ground Alliance Excavation Safety 2006 Conference and Expo at Point South Mountain Resort, in Phoenix, Arizona.

There was discussion on advertising as to what type media to use. PSC is applying for another grant to pay for radio advertisements. It was suggested to use the TV ads already available. Harry is to get costs of the TV ads, what was spent on advertising in 2005, put an RFP together in regard to obtaining an advertising agency, and find out about the grant the PSC is obtaining.

(Steve Loftin entered the meeting at 11:00 a.m.)

(Candace Miles left the meeting at 11:20 a.m.)

There was discussion on locator training. Many questions were asked as to the cost of such a program, who would authorize the certification, who would do the training, would the certification involve all utility locates, would the state law have to be changed, and liability issues. Steve Loftin was asked to find out how AGC handles the liability issues on their training programs. Harry will attend the CGA seminars and come back with more information.

The rewriting of the by-laws was discussed. The Legislative Committee will schedule a meeting to discuss changes. The Committee will come back to the Board with their recommendations.

The Wyoming Engineering Society Convention is February 2-4, 2006, at the Cheyenne Hitching Post. OCW will have a booth and also we have been put on the agenda for Thursday afternoon to discuss design plans.

A letter was received from a certified public accountant firm in regards to recovering excise taxes paid on long distance services. The Board discussed the matter with no action.

A request for door prize money for contractor dinners must be made in writing.

Mark Ransdell inquired as to having workshops this year. The pipeline associations wanted to know if OCW was going to put damage prevention workshops on for contractors, etc. If so then the pipeline associations would focus on first responders and public officials. Harry was instructed to contact Mike Parilac to get his schedule.

Russell suggested making an investment of OCW funds. Several ideas were discussed and it was decided to see what the advertising budget will be and then invest some funds. This will be discussed at the February meeting.

There is a contractor who turns in a locate, and then every fourteen days he refreshes the ticket. It was also mentioned that some contractors move the markings after a utility has been hit.

The next Board of Director's meeting will be held on **WEDNESDAY, FEBRUARY 8, 2006**, at the Casper Parkway Plaza.

With no more business to come before the board, Russell Waldner moved, seconded by Steve Loftin and carried, to adjourn. Meeting adjourned at 12:40 p.m.