# Meeting Minutes

# Metropolitan Utility Coordinating Council

MUCC, C/O Jarrod Morrison, 3700 SE 17th Ave, Portland, OR 97202

## March 23rd, 2011

**Our next meeting will be April 27th, 2011**

At the Francis Xaviers Restaurant, 1933 NE 181st St, Portland

[**http://www.yellowpages.com/portland-or/mip/francis-xaviers-restaurant-11967024/map?lid=11967024**](http://www.yellowpages.com/portland-or/mip/francis-xaviers-restaurant-11967024/map?lid=11967024) **(Click here for map directions)**

**ATTENDEES:** See attached listing.

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**REPORTS:**

**Treasurer’s Report for December 2010:** 3 Deposits this month (MUCC Dues)

 M Bank Golf Fund Golf Fund Rodeo Visa

 (Checking) (Savings)

Beginning Balance $ 5,577.65 $ 1,121.81 $ 5.00 $ 0.00 $ -

Ending Balance $ 3,427.65 $ 1,121.81 $ 5.00 $ 0.00 $ -

**Payments / Purchases / Income:**

There were two checks written this past month. $1,500 to OUNC for radio ads, and $650 to OUCC for our dues ($600 dues and $50 for OUCC website updates for MUCC)

We have received dues from 11 members which will be posted this month (about $800-$900).

As a non-profit organization, all monies collected go for supplies/events to educate the public!

Our ending balance (all accounts) must be under $5,000 at the end of the year or we will have to pay taxes.

### *Damage Report: See the end of the minutes.*

### *We must now have five (5) entities reporting monthly – be sure to report your damages in a timely manner!*

The Common Ground Alliance (CGA) encourages the use of their Damage Information Reporting Tool (DIRT). You can check this out at [www.cga-dirt.com](http://www.cga-dirt.com)

**P&E Report (Publicity and Education):**

P&E General: Send your ideas to Don Patterson (dwp@nwnatural.com) and Anita Floyd (anita.floyd@qwest.com)

New: Don Patterson is working hard to find local media venues to get the word out. If you have any contacts at your local newspapers or radio stations, please pass on that contact info to him.

Radio update – There is an issue with the wording in the radio ads – the phrase “48 business hours” should be “2 business days”. “48 business hours” sounds like it could take 4-6 days for the locate. We are getting good coverage in the local area.

Summer Events – we are hoping to have a booth at some of the smaller local (one-day) events in the Tri-County area. Please let Don know what local Fairs and Festivals are in your area so he can check into setting up our booth at these events.

April 23rd, 9:00 am to 4:00 pm, (this is a Saturday) there is an Earth Day event at the Washington High School. We will be setting up our booth (with canopy) and will have a drawing for a gift certificate from Ankeny Hardware. This event will cost us $60 for the space, and approximately $40 for our giveaway items. Don Patterson will be sending out a shift list for the event. If you can spend time at the booth, please sign up! (A motion to spend $100 for this event was brought to the floor, seconded, and passed by all.)

We are looking for local community sponsors! Please talk to any of our local vendors who sell/rent items where it would benefit us and the public to have our handout in the store. If the store will agree to have our handouts available for the public, pass their contact info on to Don to get it set up. If the store wants to make a donation for a giveaway at one of the events that we attend, that would be great as well, but it is not required. We mostly want to get our handouts into their stores so the public has access to it!

A couple events that are coming up that we can discuss attending are the Crawfest Festival in August, and the Mississippi Street Fair. More details to follow.

Newspaper Ad Update – Don has checked into some of the local newspapers to put our ad in several. One price he found was a one-time ad for 2 newspapers for $174. This was for the Tualatin and Tigard newspapers. We are hoping to hit newspapers in the Tri-County area at the best price we can find. We would like to do it for the months of April through July when spring planting and fencing is going strong. We will discuss this more at the April meeting, as NW Natural will be doing their own ad for the month of April. A motion to spend $500 toward newspaper ads was brought to the floor, and tabled until further discussion.

See Upcoming Events / Meetings for the Locator Training Sessions this year.

Old:

There is a lot happening these next few months. They are planning to spend about $40,000 next year toward radio advertising.

 Home Depot has embraced its partnership with the CGA in this region. The CGA may talk with Lowes and other large stores to promote 811.

The OUNC ticket count is down.

 April 2011 should be next year’s Dig Safe Month. Don will work on getting multiple UCC’s to get together and do some radio ads and maybe some printed ads for that month.

 We should support the OUNC at the GOSH Conference March 7-10, 2011 at the Convention Center, by volunteering at the event. The OUNC will have a booth there and will be giving a 90 minute presentation. Info on attending can be found at <http://oregongosh.com/> . The theme this year is “Safety: It’s a Marathon, Not a Sprint”.

 Qwest will become part of Century Link early next year. Their coverage will expand into 37 states.

Columbia Gorge/Hood River areas are planning radio ads to promote 811 as well as using small newspaper ads. Don Patterson has checked into our local area and found that there is one radio company that owns about a dozen smaller newspapers in the local region. We can run a single ad (3.5” x 4” in color) in these local papers for just $145/month. Don Patterson will put together a proposal for our information and vote for the next MUCC meeting. We are thinking of doing several months of advertising this summer/fall and perhaps 6 months of advertising next year.

OUNC is looking for new promotional items.

Requests for cards/pens/hats/other items are being downsized because OUNC doesn’t want to run out of inventory. Please only order what you really need.

811 CAMPAIGN: (No new information this month)

 Home Depot is breaking out in the western region. Go into your local Home Depot and if you do not see the 811 info, ask at the Contractors desk.

In Oregon, the stores will carry Key Chains for all equipment and color code cards. The “Associates” who will be trained to answer questions will have patches on their aprons.

The OUNC meets the 2nd Wednesday of the month at the One Call Center in Portland.

 You may go to [www.call811.com](http://www.call811.com/) website for more information.

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**Upcoming Events / Meetings:**

UTILITY LOCATOR TRAINING SESSION: April 18 – 19, 2011 Home Builders Association, 15555 SW Bangy Road Ste 301, Lake Oswego OR 97035 (new location); this Session is full.

UTILITY LOCATOR TRAINING SESSION (APWA): April 20 – 21, 2011 Seaside Civic & Convention Center, 415 First Ave., Seaside, OR 97138, as of 3/9/11 there were still spots available. Click this link <http://www.digsafelyoregon.com/pdfs/Seaside_Training_Flyer.pdf> for the brochure. The fee is $125.

UTILITY LOCATOR TRAINING SESSION: May 10 – 11, 2011 Sunriver Resort, 17600 Center Drive, Sunriver OR 97707, as of 3/24/11 there were still spots available. Click this link <http://www.digsafelyoregon.com/locator-training-2011.asp> to register for this session ($100) and this link <http://www.digsafelyoregon.com/pdfs/LocatorTraining_FLYER_May10_Sunriver.pdf> for the brochure.

UTILITY LOCATOR TRAINING SESSION: September 13 – 14, 2011 Central Point, OR (location TBD) – registration is not available at this time. Check back for updates on registration opening.

2011 LOCATE RODEO: There will not be a Locate Rodeo in 2011. This will be a biennial event. Time to start putting the Committee together!

REGIONAL LAW UPDATE: The Coos Bay event has been postponed (indefinitely). There was a roadblock trying to get the lists of people for attendees. Updates to follow as they come in.

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**OLD BUSINESS:**

**RAA** - This month, our Guest Speaker was Kevin Hennessy from the OPUC discussing the RAA process. He explained what to look for, how to document the issue with good photos (the problem, the equipment, the people on site and their contact info) and good written info on dates, times, contacts to put into your RAA paperwork. There were six cases at the March hearing, most received the general fines of a $1,000 penalty with 1 year probation and OUNC training. Those who attend the OUNC training usually get 80% of their penalty suspended. This suspended penalty will be reinstated if there is another charge brought against the offender, and additional fines could be incurred. One of the cases was thrown out.

The next hearing is on April 11th, 2011 from 8:00 to 1:30.

Hearings are at the PUC Building at 550 Capitol St NE, Salem. Be sure to bring change for the parking meters if you attend. The OUNC has asked Michael Thompson to put together a summary of the RAA hearings. This would benefit the local councils to help promote education to the local contractors in the areas where infractions are the highest.

Locating Inc is suggesting that the letters “UL” be placed along the curb/edge of roadway for any Un-locatable Lines.

Anita Floyd spoke about the Radio Disney advertising. Don Patterson spoke about getting booths at the street fair community events and possibly partnering with Friends of Trees. Don proposed to budget $1500 to partner with OUNC for 811 radio advertising, we all agreed to proceed.

We are looking into finding different meeting locations throughout the metro area to hold our meetings.

*811 Locate Requesting is available 24/7/365! Don’t wait until first thing Monday morning to call in your locates – you’ll find the lines are packed with everyone else calling at the same time! Call Saturday or Sunday if you want to get your request in early. Still expect two (2) business days for the locates to show up!*

*Should you encounter an un-located utility while excavating – stop digging, call 811 to report it immediately, determine that there is no immediate danger, and you can continue working (if your project allows) using extreme care in the affected area. See Page 23 (5) in the Standards Manual.*

**NEW BUSINESS:**

If you know of any websites that could benefit by having a link to our website, please pass the website on to Don Patterson to check it out. Getting our link onto other websites is a good way to be visible online and can reach many people.

Gary Hyatt asked for prize Give Away’s, if your company has items to donate, please bring them in or let us know how you can help. Also Gary would like for volunteer guest speakers to come in with presentations to our meetings.

So far we have tentative speakers set up for April ~Williams Pipeline; May ~Cardo TBE; and June

~Old Castle Precast (confirmed).

REMINDER…Send your current and/or upcoming projects to Marta Padilla @ marta.padilla@locatinginc.com and they will be attached to the Minutes e-mail so everyone will know where projects are or will be happening and your company can schedule accordingly.

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Remember – CCC – Communicate, Coordinate, And Cooperate!

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VOLUNTEERS NEEDED: As you have read, there are a variety of opportunities for all to volunteer and help spread the word of our Call before You Dig message. These are great opportunities to network and get to know each other better. Take advantage of these opportunities and make new friends. If you are able, make yourself available to be on a committee or to volunteer on any of the upcoming projects and events these next couple of years. This is what this Council is all about and how we strive to be excellent!

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| **O**regon **U**tility **N**otification **C**enter[www.digsafelyoregon.com](http://www.digsafelyoregon.com/) | **O**regon **U**tility **C**oordinating **C**ouncil[www.oucc.net](http://www.oucc.net/) |

Check out the websites for info on the Oregon Dig Law, upcoming events and on your local Council(s).

*There are new changes to the website – check them out.*

Also available: see information on Best Practices at [www.commongroundalliance.com](http://www.commongroundalliance.com/)

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*Respectfully submitted by Dawn Haase for Marta Padilla.*

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The next meeting: Date: Wednesday April 27th,11:30am

Location: Francis Xavier’s Restaurant, 1933 NE 181st St, Portland

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The ****2011**** schedule is the 4th Wednesday of each month except November

(the week before Thanksgiving this year) and December (no meeting).

January 26th  February 23rd March 23rd April 27th

May 25th June 22nd July 27th August 24th

September 28th October 26th November 16th Dec - No meeting

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2011 MUCC Executive Board

MUCC, C/O Jarrod Morrison, 3700 SE 17th Ave, Portland, OR 97202

# *PRESIDENT*: Gary Hyatt, NW Natural, 220 NW 2nd Ave, 3rd Floor, Portland OR 97209

# Office - (503) 226-4211 ext 4320, gfh@nwnatural.com

# *VICE PRESIDENT / TREASURER*: Jarrod Morrison, Portland General Electric, 3700 SE

# 17th Ave, Portland, OR 97202, Office – (503) 736-5505, Cell - (503) 849-7043

Fax - (503) 736-5500, Jarrod.Morrison@pgn.com

# *SECRETARY*: Marta Padilla, Locating Inc, 6601 NE 78th Ct, Portland OR 97218

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# *DAMAGE CHAIR*: Shannon Davis, Qwest, 100 NW Kearney Ave, Bend, OR 97701

# Office – (541) 388-5296, Fax – (541) 388-5269, Shannon.Davis@qwest.com

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| **2011 MUCC PAID MEMBERS****As of 03-23-11** |
| Bones Construction, Inc.BP Olympic PipelineCity of GladstoneCity of Gresham, OPS CenterCity of HillsboroCity of Lake OswegoCity of Oregon CityCity of SandyCity of TualatinClackamas County | Clackamas River WaterComcastDirt & Aggregate Interchange, IncDitch Witch NorthwestGonzales Boring & Tunneling, IncHenkels & McCoyJames W Fowler Co.Knife RiverLinescapeLocating, IncLoy Clark Pipeline | North Sky CommunicationsNorthwest PipelineNW NaturalODOTOld Castle PrecastPort of PortlandPortland General ElectricQwest CommunicationsSunrise Water AuthorityWashington County LUT |

Damage Report: In 2011 **we must have a minimum of five (5) damage reports per month**. Please submit your damages within 30 days. The following is from the Website <http://oucc.net/> taken **March 15, 2011**:

**December** 2010:  ***Eight submittals for damages…***

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**January** 2011: ***Four submittals for damages…***

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**February** 2011: ***Only two submittals so far…Don’t forget to get your reports in!***

