

# Meeting Minutes

## Metropolitan Utility Coordinating Council

MUCC, C/O Troy Klein, 220 NW 2<sup>nd</sup> Ave, 11<sup>th</sup> Floor, Portland, OR 97209

### May 22nd, 2013

Our next meeting will be **May 22nd, 2013**  
**At the Francis Xavier's Restaurant, 1933 NE 181<sup>st</sup> St, Gresham**  
<http://www.yellowpages.com/portland-or/mip/francis-xaviers-restaurant-11967024/map?lid=11967024>  
(Control +Click mouse on link for Map Directions & Menu)

Meeting called to order by President Adam Franco at 11:53am

**ATTENDEES:** See attached listing.

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#### **REPORTS:**

##### **Treasurer's Report for April 2013:**

	M Bank	Visa
Beginning Balance	\$ 7,546.25	\$ -
Ending Balance	\$ 7,546.25	\$ -

##### **Payments / Purchases / Income:**

No Transaction made in May.

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 attached

***Be sure to report your damages by the 20<sup>th</sup> of each month! We need five (5) entities reporting monthly.***

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](mailto:dwp@nwnatural.com)) and Anita Floyd ([anita.floyd@centurylink.com](mailto:anita.floyd@centurylink.com))

##### **New:**

811 will once again have a float at the Starlight Parade on June 8<sup>th</sup>. The 811 Bike will also be displayed at "The Bite" downtown Portland on August 9<sup>th</sup>, 10<sup>th</sup> & 11<sup>th</sup>. Volunteers are needed for this event. **Please see sign up sheet attached.**

Motion was passed to sponsor \$300 to the YUCC/Mid Willamette UCC Fishing Derby that will take place on June 22<sup>nd</sup>.

3' X 4" metal "811" posters are in the process of being made. Adam is asking for suggestions on places where these posters could be placed where they can be seen by the public. Please e-mail Adam with any suggestions.

Bryan Baxter will be asking for a shared sponsorship for the Keizer Volcanoes Minor Baseball Team. He will send us information as it becomes available.

P&E is still looking for smaller events.

Old:

Anita Floyd announced that the process has begun for the TV/Radio advertisements for April, as April is "Dig Safe Month".

Some promotional ideas that were suggested include:

- Bring back the drawings for prizes at the meetings. (gift cards, tools, case of white paint, etc...)
- Attend (with the booth) local events (send event names/dates to Don Patterson)
- Have a Contractor's Breakfast (around March of 2013)
- Personalized merchandise with MUCC on the label – contact Anita Floyd after we have ideas
- Purchase shirts from OUNC (72 shirt minimum) for giveaways and event staff etc...
- Every 3<sup>rd</sup> meeting, have a guest speaker

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

#### 811 CAMPAIGN:

Anita Floyd asked that we only promote "811" as the 800 #'s will be phased out.

For details on the 811 Damage Prevention Bike go to: [http://designbyjoyce.com/pauljr/811\\_bike.html](http://designbyjoyce.com/pauljr/811_bike.html)  
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 2<sup>nd</sup> 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:**

**OUNC/OUCC BOARD MEETINGS:** The second Wednesday of every month. See their website for more information on upcoming meetings. <http://www.digsafelyoregon.com/meetings.asp>

**MUCC MEETINGS:** The fourth Wednesday of every month. See the schedule near the end of the minutes for each monthly meeting date. The location is Francis Xavier's restaurant in Gresham. (Link to location at the top of the minutes.)

**9<sup>TH</sup> ANNUAL GOLF TOURNAMENT:** Friday July 19<sup>th</sup>, 2013 Stone Creek Golf Course, Oregon City.

**UTILITY LOCATOR TRAINING SEMINAR:** Tuesday & Wednesday October 8<sup>th</sup> & 9<sup>th</sup> 2013 8:30am – 4:30pm, Wildhorse Casino, Pendleton, OR (CTRL Click to view brochure) [View Brochure](#)

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#### **OLD BUSINESS:**

**RAA** - Next hearing date is unknown at this time. Hearings are at the PUC Building at 550 Capitol St NE, Salem. Be sure to bring change for the parking meters if you attend. Everyone is invited to attend, but you can only watch & not participate.

Adam Franco & Anita Floyd reported that the OAR committee is working changing the language to make the verbiage more understandable, i.e. "excavating". Changes are to be made this summer/fall.

James Lawrence is going to get with Lane County UCC for a list of guest speakers that they have had in the past, as they have had quite a few.

Adam asked that we notify him if we hear of anyone having issues using "811", as it has been expressed that using a cell phone from other areas directs people to the incorrect state.

We discussed that we would like to have guest speakers on at least a quarterly basis. We will discuss further at our next meetings to set something up. Adam asked that we give him any recommendations.

Adam Franco is still waiting on Tina Beech w/ Cascade Natural to look into partnering with us & others to fund a contractor's dinner with guest speakers. Adam will get more details. Tina has contacted Adam with some information. Adam will get that information to us.

Anita Floyd shared some information about a new dig law that is being looked into being passed. This law would consist of excavators not having to call for locates if excavating is less than 12" or is using hand tools. Anita asked for any assistance with examples of any known damages caused by either method.

It had been previously discussed that we could file RAA's as a council for those active members who felt awkward filing directly. Adam Franco will look into getting a "form" letter that is being currently used by Douglas UCC.

The holiday calendar observed by the One-Call was discussed as there was a change on the Friday after Thanksgiving. It was not observed this year as a legal holiday as it had been in the past & caught Locating Companies by surprise. Adam Franco will discuss with the OUNC board if it is possible to add a link on their website of the legal holidays that will be observed by them in the future. The website they use is <http://www.opm.gov>.

A motion was passed in October to by-pass the By Laws for 2013 until they can be reviewed & reworded if needed.

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.

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.

REMINDER...Send your current and/or upcoming projects to [marta.hashash@locatinginc.com](mailto:marta.hashash@locatinginc.com) to have them attached to the Minutes e-mail so everyone will know where projects currently are or will be happening so your company can schedule accordingly.

*811 Locate Requesting is available 24/7! 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:**

Adam Franco reported the stats from the Managers Report as follows:

Incoming 2013 = 25,475 –this is up 12.96% from 2012

Outgoing 2013 = 150,561 –this is up 18.17% from 2012

**Reminder.....MUCC 9<sup>th</sup> Annual Golf Scramble is coming up next Month on July 19<sup>th</sup>. Please register ASAP!!!**

Adam is looking into having OUNC's link added to other websites that would be associated with excavation. Any suggestions would be appreciated.

A copy of a form letter used by Douglas County UCC was shown as a form letter that MUCC can use as a "Warning" letter for excavators not calling in for locates. If your organization is in need for a letter to be send out to a repeat offender, please let the council know so that a letter can be put together. **Please see attached form letter.**

Adam asked that we look at our local hardware stores to see if they have or would like to have "811" information for display. Please notify Adam if you find any. Key chains & other advertisement items are available.

### **REMINDER...**

Send your current and/or upcoming projects to Marta Hashash at [marta.hashash@locatinginc.com](mailto:marta.hashash@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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**Oregon Utility Notification Center**  
[www.digsafelyoregon.com](http://www.digsafelyoregon.com)

**Oregon Utility Coordinating Council**  
[www.oucc.net](http://www.oucc.net)

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Check out the websites for info on the Oregon Dig Law, upcoming events and on your local Council(s).  
*Check out the new changes to the website!*

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

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**The next meeting:**   **Date:**           June 26th, at 11:30am  
                              **Location:**   Francis Xavier's Restaurant 1933 NE 181<sup>st</sup> St., Gresham

<http://www.yellowpages.com/portland-or/mip/francis-xaviers-restaurant-11967024/map?lid=11967024>

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The **2013** schedule is the 4<sup>th</sup> Wednesday of each month (November is the week before Thanksgiving this year) and December (no meeting).

January 23<sup>rd</sup>  
May 22<sup>nd</sup>  
September 25<sup>th</sup>

February 27<sup>th</sup>  
**June 26<sup>th</sup>**  
October 23<sup>rd</sup>

March 27<sup>th</sup>  
July 24<sup>th</sup>  
November 20<sup>th</sup>

April 24<sup>th</sup>  
August 28<sup>th</sup>  
Dec - No meeting

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## 2013 MUCC Executive Board

MUCC, C/O Troy Klein, 220 NW 2<sup>nd</sup> Ave, 11<sup>th</sup> Floor, Portland, OR 97209

**PRESIDENT:** Adam Franco, [AdamF@occinc.com](mailto:AdamF@occinc.com)

One Call Concepts, 305 NE 102<sup>nd</sup> Av, Suite 300, Portland OR 97220  
Office - (503) 232-0327

**VICE PRESIDENT / TREASURER:** Troy Klein, [tak@nwnatural.com](mailto:tak@nwnatural.com)

NW Natural, 220 NW 2nd Ave, 11th Floor, Portland OR 97209  
Office - (503) 226-4211 ext. 2442, Cell – (503) 341-7862

**SECRETARY:** Marta Hashash, [marta.hashash@locatinginc.com](mailto:marta.hashash@locatinginc.com)

Locating Inc, 6601 NE 78<sup>th</sup> Ct, Portland OR 97218  
Office – (503) 255-4634, Cell – (503) 302-3970, Fax – (503) 254-7469

**PUBLICITY & EDUCATION:** Don Patterson, [dwp@nwnatural.com](mailto:dwp@nwnatural.com)

NW Natural, 220 NW 2nd Ave, 3rd Floor, Portland OR 97209  
Office - (503) 226-4211 ext 4387, Cell – (503) 806-0845, Fax – (503) 273-4822,

**DAMAGE CHAIR:** Dawn Haase, [dhaase@co.clackamas.or.us](mailto:dhaase@co.clackamas.or.us)

Clackamas County DTD Eng, 150 Beaver Creek Rd., Oregon City, OR 97045  
Office – (503) 742-4682, Cell – (503) 789-5728, Fax – (503) 742-4659

## 2013 MUCC PAID MEMBERS

As of 3-26-13

Bones Construction  
City of Beaverton  
City of Gresham  
City of Hillsboro  
City of Lake Oswego  
City of Milwaukie  
Clackamas County  
Comcast  
Dirt & Aggregate

Frontier  
Gonzalez Boring & Tunneling  
Knife River  
Locating Inc.  
McKillip Excavation Inc.  
Multnomah County  
North Sky Communications  
NW Natural

Old Castle Precast  
PacifiCorp  
Port of Portland  
Portland General Electric  
Robinson Brothers Const.  
Sunrise Water Authority  
Washington County  
Williams Pipeline

**Meeting Adjourned at:** 12:21pm *respectfully submitted by Marta Hashash*