

North Dakota One-Call Board of Directors Meeting

Meeting Date: August 12, 2022

The meeting was called to order by Don Frye at 1:00 PM at Capitol Electric Co-Op Board Room, 4111 State Street, Bismarck, ND.

Board Members Present:

Don Frye – Cities under 5000

Don Johnson – Oil/Gathering

Derek Weigel – Cable Television

Cole Johnson – Electric

Brenda Derrig – Cities over 5000

Carey Burke – Excavators

Ann Oberg – Rural Water

Board Members Present Via phone: None

Board Members Absent: Brooks Goodall – Telecommunications, Mike Schoepp – Gas/Pipelines

Others Present:

Ryan Schmaltz - One Call Concepts/ND One Call Board Representative

Connie Schmidt - One Call Concepts(via Phone) Kim Boyd – One Call Concepts

Konrad Crockford – NDPSC

Dinah Roberson – Accounting

Roll Call:

Introductions were made; board members and others present are listed above.

Agenda:

The agenda for the meeting of the North Dakota One Call Board of Directors was presented and approved. Brenda Derrig moved to approve the agenda. Don Johnson seconded the motion. There being no further discussion the motion was called. Ayes all, motion approved.

Minutes:

Approval of previous meeting minutes:

Minutes of the May 12, 2022 meeting were presented for review and comment to the Board of Directors. Cole Johnson moved to approve the minutes with corrections. Derek Weigel seconded the motion. There being no further discussion the motion was called. Ayes all, motion approved.

Financial report:

The financial summary for January through June 2022 was submitted as follows:

Total Income	\$79,870.03
Total Expenses	\$147,291.77
Net Income	\$-67,421.74
Total Checking/Savings	\$68,064.12

Ann Oberg moved to accept the financial report. Cole Johnson seconded the motion. There being no further discussion the motion was called. Ayes all, motion was approved.

Approval of Bills:

Ryan Schmaltz presented the expenses for payment for the period of April, May and June 2022, the truck expense total of \$3,968.25 and advertising expenses for the amount of \$54,492.61. Brenda Derrig moved to approve payment of expenses as presented. Motion was seconded by Carey Burke. There being no further discussion the motion was called. Ayes all, motion was approved.

PSC – Report: The Board thanked Konrad for having a booth at the State Fair.

Enforcement cases update: Konrad reported as of August 2, 2022 when the report was e-mailed, we had 9 cases. As of today, we are up to 11. We are still at 13 closed for the penalty and there are 2 cases open at this time. He pointed out there are 2 cases that are related to the subcontractor being pushed by the primary contractor to get the work done without following the law. Consequently, the subcontractor is moving forward in an unlawful manner. Might be something to take back to the excavators.

Notable Events: The PHMSA One Call/Damage Prevention CY2021 Audit has been submitted and they are waiting on feedback should hear back by mid fall. He mentioned because of the PHMSA Audit they might need to look into legislation to amend law to state that excavation would include dredging. He also asked the board to think about any other legislative changes that needed to be made. The stakeholders normally deal with the legislative issues. There was discussion about funding the excavator banquets from the penalties received by the PSC.

Along with 2 of the commissioners, Konrad and Stacy participated in the ND State Fair 811 Day and he felt it was a success.

Staff Comments: Konrad reported they have submitted the PHMSA Grant application package and are waiting for the results. Staff continues to work on keeping damage prevention enforcement cases up to date. Commission would like to utilize NDOC media materials for next years education campaign. They are open to the idea of electronic advertising vs strictly billboards.

Center Operations Report:

Dash Board Report:

Connie reported our ticket volume is up as of July at 94,000 for 2021 and 105,000 for 2022. Incoming Tickets YTD are down 8,000 from last year. Outgoing YTD tickets for 2021 are at 467,457 and 2022 tickets are at 437,647 down by almost 30,000 which falls in line with the 4 to 1 ratio. A suggestion was made that a dotted line indicating the 2011 baseline numbers be included on the report. Connie will talk to the creative team to see what they can do. They will probably create a separate slide for the report.

Average Speed of Answer: We have trended back up to a normal speed time of 23 seconds this year as compared to 9 seconds last year. The weather had a lot to do with that it has been somewhat normal compared to last year.

Average Call Time: We had a small decrease for this year. Last board meeting the board was informed they were going to add the ITIC announcements back on, our homeowner announcements and more online usage are some of the reasons why the change has happened. Abandonment calls are dropping we have answered more of the calls this year.

ITIC: The ITIC is at 83.83%. looking at working on the homeowner calls to increase that number.

Creative Hours: 99 hours for 2nd Quarter 2022

Call center activity was as follows:

January to July 2022		2021	2022	% Increase
Incoming Tickets		92,961	85,399	-8.13%
Outgoing Tickets		467,457	437,674	-6.37%

The incoming tickets represented above for 2022 were split as follows:

Operators Calls	14.18%
Excavator Calls	77.12%
Homeowner Calls	8.69%

Types of locate requests were as follows for 2022:

January to July 2022	% Total 2022
Routine	79.8%
Modify	3.1%
Respot	13.5%
Emergency	2.0%
Meets	.1%
Survey	1.5%

Advertising Report:

The NDOC YTD advertising expenditures as of June 2022 are as follows:

Budget Items	Total to Date	2022 Budget
Promotional Items	\$43,898.24	\$45,000.00
Trade Shows/Sponsorships	\$62,435.03	\$67,000.00
Magazine & Other Print	\$650.00	\$2,000.00
Website	\$20,313.20	\$20,700.00
Radio	\$6,500.00	\$10,300.00
TV	\$35,944.00	\$65,000.00
UND/NDSU Games	\$0.00	\$0.00
NDOC Truck	\$5,895.82	\$10,000.00
Total of Items to Date	\$175,636.29	\$220,000.00

Ryan presented the advertising expenses compared to the budget with a YTD net of \$44,363.29. Ryan presented the MABU report for the boards review. They did GEO Fencing and Advertising with BEK communications to be presented at High School half time breaks. Ryan informed the Board we will be discussing the 2023 Budget at the November board meeting if there is any suggestions, they might have to please let him know.

Ryan Schmaltz Report:

2023 Excavator Banquets: Ryan, Carey and Don presented a proposal with One Call Concepts to conduct the four banquets in Fargo, Williston, Dickinson and Minot. A few changes are needed such as set up a timeline and signatures. Don Reported the NDPA will provide a budget of \$20,000 for the banquets. After some discussion. **Don Johnson moved to approve the OCC 2023 Proposal. Motion was seconded by Cole Johnson. There being no further discussion the motion was called. Ayes all, motion was approved.**

Baseball Partnerships: The Big Sticks 811 night was held Saturday June 4, 2022 the game went well and the hats were well received. Tonight, is the Larks 811 night we will have T-shirts and hats to hand out.

Race Car Sponsorship: Ryan shared a photo of the car with the board the NDOC Logo is present everywhere on the car. He was present with the car at the ND State Fair as well as other events around the state.

NXT/Enhancements: Connie informed the board they are working on reaching out to all the counties to see if there are any data that needs to be added to the transaction list.

Old Business:

OCC User Group Meeting: The meeting will be held in Washington, DC September 26-29, 2022.

Don presented the agenda to the board. Don reminded the board to register soon. Don plans to attend and Brenda is thinking about going.

State Fair: Ryan reported everything went well with the fair. We had new sponsors this year, everyone thought it was a great event.

Beer Promotion: Ryan will give another update at November meeting.

New Business:

IRS 7 Year Limit: Retain only what is required by the IRS.

Legislative Issues: In the past the Board has never been the driving force but participated in the Stakeholder's meetings.

CGA National Conference: April 17-21, 2023, Orlando, FL

Global Excavator Conference: February 14-16, 2023 Tampa, FL. OCC has a presence at both Conferences.

Call to Order: Tabled until next meeting.

2023 Budget: Ryan asked that the Board has any recommendations or suggestions please let him know by the end of October. The 2023 Budget will be presented at the next meeting.

Action Items:

August 12, 2022

- 2023 Budget
- Excavator Banquets
- Baseball Sponsorships
- Racecar
- State Fair
- Beer Promotion
- Old Documents
- Call to Order
- Legislative Issues
- CGA Conference
- Global Excavator Conference

Upcoming Meetings:

<u>Date</u>	<u>Time</u>	<u>Type</u>	<u>Location</u>
November 10, 2022	10:00	Regular	Capital Electric Co-Op Board Room
February 09, 2023	10:00	Regular	Capital Electric Co-Op Board Room
May 11, 2023 (Annual Mtg)	10:00	Regular	Capital Electric Co-Op Board Room
August 10, 2023	10:00	Regular	Capital Electric Co-Op Board Room

There being no further business to come before the board Carey Burke made a motion to adjourn the meeting. Ann Oberg seconded. The meeting was adjourned.

Submitted by:

Carey Burke, Secretary

Don Frye, Chairman

Signature: Carey Burke

Signature: Don Frye