

North Dakota One-Call Board of Directors Meeting

Meeting Date: February 9, 2023

The meeting was called to order by Don Frye at 9:59 AM at Capitol Electric Co-Op Board Room, 7401 Yukon Drive, Bismarck, ND.

Board Members Present:

Don Frye – Cities under 5000
Carey Burke – Excavators
Ann Oberg – Rural Water

Brenda Derrig – Cities over 5000
Derek Weigel – Cable Television
Brooks Goodall – Telecommunications

Board Members Present Via phone: Don Johnson – Oil/Gathering, Cole Johnson – Electric, Mike Schoepp – Gas/Pipelines (left the meeting after the NISC presentation)

Board Members Absent: None

Others Present:

Ryan Schmaltz - One Call Concepts/ND One Call Board Representative, Connie Schmidt - One Call Concepts, Kim Boyd - One Call Concepts, Frank Planton - One Call Concepts, Dinah Roberson – Accounting, Commissioner Sheri Haugen-Hoffart-NDPSC, Konrad Crockford - NDPSC

Others Present Via Phone:

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. Cole Johnson moved to approve the agenda. Derek Weigel 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 December 8, 2022 meeting were presented for review and comment to the Board of Directors. Brenda Derrig moved to approve the minutes with corrections. Brooks Goodall seconded the motion. There being no further discussion the motion was called. Ayes all, motion approved.

Financial report:

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

Total Income	\$280,784.04
Total Expenses	\$282,678.34
Net Income	\$ - 1,894.30
Total Checking/Savings	\$150,591.56

Ann Oberg moved to accept the financial report. Carey Burke 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 October through December 2022, the truck expense total of \$1,197.33 and advertising expenses for the period of November and December for the amount of \$22,668.25. Brooks Goodall moved to approve payment of expenses as presented. Motion was seconded by Derek Weigel. There being no further discussion the motion was called. Ayes all, motion was approved.

PSC – Report:

Enforcement cases update: Konrad reported they ended 2022 with a total of 15 complaints, 18 closed cases, 8 penalties and 7 open cases carried over to 2023. Case processing has slowed due to the legislative session. Hope to pick up again now that all bills have been introduced.

Notable Events: The CY2021 PHMSA Audit received no deficiencies. FY2023 PHMSA Grant Fund totaled \$7,750. They will be doing some billboard advertising along with some digital to see which will be more effective. They have contacted Agency MABU for the digital ads and Newman Signs for the billboards in Williston, Dickinson, Minot, Bismarck and West Fargo. Legislative issues – HB 1064 Adds the term “dredging” to the definition of excavation. It has passed in the ND House 93 – 0 and will now move to the ND Senate.

Ryan asked if we need to order new handbooks with the change in the law. It was decided Ryan would take a look at the book to see if there are other changes that need to be made and perhaps order a small amount with the changes. It was added to the action items for the next meeting.

Staff Comments: Commissioner Sheri Haugen-Hoffart-NDPSC spoke to the board noting the good job the staff of NDPSC and the NDOC Board are doing to keep the cases at a low level.

Center Operations Report:

Dash Board Report: Connie reported we were down 5,000 tickets for 2022. Outbound tickets were down about 11,000. As of January 2023, we are up at 3,500 compared to 2022 at 2,900.

Average Call Time: Average call duration is at the lowest Connie has ever seen, January 2022 it was at 2.2 seconds and ended the year at 2.1 seconds.

ITIC: The ITIC usage is at 92.4% in December. January ended at about 92%. They started a new initiative for the month of January for the contractors to start their education or at least get it on the schedule. Training is done through Zoom meetings, Ryan will train personally or training at the excavator meetings.

Call center activity was as follows:

January to December 2022		2021	2022	% Increase
Incoming Tickets		163,916	158,952	-3.03%
Outgoing Tickets		818,923	807,269	-1.42%

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

Operators Calls	13.34%
Excavator Calls	78.59%
Homeowner Calls	8.07%

Types of locate requests were as follows for 2022:

January to December 2022	% Total 2022
Routine	78.4%
Modify	3.3%
Respot	12.9%
Emergency	2.9%
Meets	.1%
Survey	2.4%

Advertising Report:

The NDOC YTD advertising expenditures as of February 2023 are as follows:

Budget Items	Total to Date	2022 Budget
Promotional Items	\$45,708.23	\$45,000.00
Trade Shows/Sponsorships	\$67,306.53	\$67,000.00
Magazine & Other Print	\$690.00	\$2,000.00
Website	\$30,639.10	\$20,700.00
Radio	\$8,000.00	\$10,300.00
TV	\$54,373.00	\$65,000.00
UND/NDSU Games	\$0.00	\$0.00
NDOC Truck	\$8,859.85	\$10,000.00
Total of Items to Date	\$215,576.71	\$220,000.00

Ryan presented the advertising expenses compared to the budget with a YTD net of \$4,423.29. He also presented the advertising expenses as of February 2023 at \$20,053.76. The board agreed that the Agency MABU invoices would be paid by NDOC instead of OCC. Ryan also presented the Agency MABU update as of February 2023.

Ryan Schmaltz Report:

2023 Excavator Banquets: Ryan stated registration for the meetings opened on the website February 2, 2023. He will be training at the five banquets set up in Fargo (55 registered), Watford City (27), Jamestown/Valley City (107), Dickinson (73) and Minot (81). Grand Forks (63), Bismarck (23), will continue to do their own meetings. Sponsorships will be approximately \$500 to \$800.

Baseball Partnerships: Ryan informed the board he is waiting for the invoice from the Hot Tots. They are having a game in Minot on Friday August 11, 2023. There was some discussion on whether we should schedule our board meeting so the board could attend the game. Will be added to action items for further discussion.

NXT/Enhancements: The board requested the options of being able to print a ticket and attachments. Connie reported that after several discussions they are looking at doing a screen shot of the documents because of all the different browsers and equipment out there. She will report back at the next meeting on the progress. There was mention of a verbiage change on the warning that pops up when doing white lining. Cole will send an e-mail to the board for their review and suggestions. Connie stated Ron Ness reached out to one of the database individuals at OCC add a new field on a locate ticket manager to have the ability to route tickets based on a certain field on the ticket. They do this on several of the fields but he wants it done on the city location field. He is wanting the functionality to set rules. Connie will do some research and get back to the board with her findings.

Old Business:

Beer Promotion: Nothing new to report. Ryan asked to have this remove from the agenda, stating that it probably was just a one-time thing.

IRS 7 Year Limit: Ryan is still working on getting the old documents shredded. Hoping to have it done by May.

Legislative Issues: There are two bills affecting 811 being considered this legislative session. The first HB 1064 Adds the term "dredging" to the definition of excavation. A second bill was drafted HB 1407 that would add another excavator representative to the board with the differentiation of excavators with five or more employees or fewer than five. The first hearing was February 2, 2023 and the committee has not voted on it yet. It was brought up there is nowhere in our bylaws that states where to go to get the representative for the excavators. Traditionally the excavator representative has been chosen from AGC of ND because all excavators are represented by that organization, similarly to the other representatives on the board. After some

discussion the board decided to wait and see what happens to the bill to move forward with any changes to the bylaws. The board also decided at the May meeting we will set up a committee to review the bylaws.

CGA National Conference: April 17-21, 2023, Orlando, FL. Don and Brenda will be attending the conference. Because of the information presented at the conference the board also suggested to OCC that Ryan go to the conference as well. Frank will take it back to OCC for review.

Global Excavator Conference: February 14-16, 2023 Tampa, FL.

OCC User Group Conference: The meeting will be held September 26-28, 2023 in Albuquerque, NM.

2023 Budget: Ryan reported the budget has been finalized.

New Business:

Officer Nominating Committee Appointments 2023: Carey Burke and Ann Oberg volunteered to be on the committee.

Call to Order App Presentation: NISC joined the meeting for a presentation of the Call to Order App. After some discussion it was the board's decision to table this item until the May meeting, because Call to Order is going to a web-based program and it is so new. Ryan and Brooks will follow up and look into a trial option at our May meeting.

Action Items:

February 9, 2023

- 2023 Budget
- Bylaws Committee- Don, Carey and Ann
- Election of Officers
- 811 day – August meeting date
- Handbook Changes
- Call to Order
- Legislative Issues
- CGA Conference – Report
- OCC User Group Conference

Upcoming Meetings:

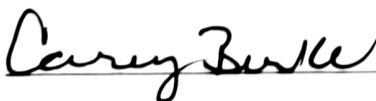
<u>Date</u>	<u>Time</u>	<u>Type</u>	<u>Location</u>
May 11, 2023 (Annual Mtg)	10:00	Regular	Capital Electric Co-Op Board Room
August 10, 2023	10:00	Regular	Capital Electric Co-Op Board Room
November 09, 2023	10:00	Regular	Capital Electric Co-Op Board Room
February 08, 2024	10:00	Regular	Capital Electric Co-Op Board Room

There being no further business to come before the board Ann Oberg made a motion to adjourn the meeting. Carey Burke seconded. The meeting was adjourned at 12:11 PM.

Submitted by:
Carey Burke, Secretary

Don Frye, Chairman

Signature: _____



Signature: _____

