



Oregon Joint Use Association
Publicity and Education Committee
Meeting Minutes
February 7, 2008

Members Present

Stuart Sloan, (Chair) Consumers
Power
Corey Cook, Pacific Power
Stan Cowles, Qwest
Dawna Farrell, Comcast
John Griebing, Osmose

Members Not Present

Roger Kuhlman, Salem Electric
Bill Tierney, UAM

Staff:

Wendy Knodel
Genoa Ingram

Call to Order

Chair Sloan called the meeting to order at 10:04 a.m.

Approval of Minutes

The Committee reviewed the minutes of the January 10, 2008.

Motion: Moved by Corey Cook and seconded by Dawna Farrell to approve the minutes of the January 10, 2008 meeting. Motion passed.

2008 Spring Training Planning

Facility: The Committee reviewed facility specifications received from the Sheraton Portland Airport Hotel. Chair Sloan agreed to take advantage of the VIP suite upgrade to provide for meeting space, should the need arise. It was noted that registrants may be charged for early check-out if they do not provide notification to the facility. Chair Sloan asked that staff address the issue by removing in its entirety the reference to \$9,900 needed for guestroom revenue from the contract.

Several members noted that their companies had provided notification to contractors. Stan asked if there was a cut-off for registrations and if there was a maximum capacity. Staff responded that the room capacity is over 200. There is also the possibility that the facility will change rooms based on the count. Staff was asked to identify the minimum number of attendees required to keep the larger room and to contact the facility to make certain that we remain in that room as currently booked. Stan offered to make himself available to address any issues at the Sheraton. Donna volunteered to assist staff with details of the meal selection.

Committee members discussed the OJUA's liability under the attrition clauses and discussed various attendance scenarios. Staff was asked to follow up on insurance requirements as requested by the hotel.

Motion: Moved by Stan Cowles and seconded by Cory Cook to approve the specifications as presented and allow staff to go forward with negotiations and planning with the Sheraton. Motion passed.

Funding – Tracking Sponsorships: Staff clarified that sponsorships usually are specific to breaks and other costs associated with the Spring Training. During this event, the opportunity is also available for sponsorship as an overall offset for the training. Chair Sloan suggested that electronic logos be used in recognition of sponsors as screensavers or some other format. Staff noted there were currently three platinum sponsors. Sponsors are still being sought for projection equipment. A high intensity computer projector as well as a camera projector will be used.

Program: Chair Sloan noted that there would be a half day of PUC/OJUA presentations beginning at 1:00 on April 23rd, the second day of the training event. Staff reported that the Standards Committee has offered to present up to two hours, if needed. That presentation could include a demonstration of the use of the OJUA form by projecting a photo of pole violations and a copy of the OJUA form and inviting attendees to complete the form. The segment could be followed up by a quick generic PDA demonstration. Joint inspections and the Standards Handbook might also be addressed.

After some discussion, the Committee agreed that the afternoon of the 23rd would be broken down as follows:

- 1:00 p.m.: PUC Staff
 - Violations then & now
 - Administrative Rule administration: How has modification of the administrative rules changed the PUC’s process with regard to audits, etc?
- 2:00 p.m. NJUNS (15-30 Minutes)
- 2:30 p.m. OJUA Committee Overviews (30 min total for all committees except Standards)
 - Legislative
 - Conflict Resolution
 - Standards (90 minutes)
 - Demonstration of completed chapters of the Handbook
 - Mapping Project Overview
 - OJUA Form usage demo (Project the OJUA Form along side an error photo and allow participants to complete the form)
 - Prioritization of Repairs
 - Ask Bill Woods to discuss the pilot project with Qwest, Charter & Verizon on notifying utilities on conditions and coordinating reporting and corrections as part of Division 28
 - Joint Inspections: Bill Woods and Jeff Kent

Registration Form: The Committee reviewed the registration form and made updates and, by consensus, agreed that the cutoff for the early registration discount would be March 31. The deadline for cancellations was set at April 4. Staff agreed to populate the program schedule based on today’s committee discussion, and fill in details on food and lodging. Staff was asked to include a map or a link to the facility and provide notice that 20 code books are available, together with the tabs.

Other Business

Membership: Chair Sloan emphasized the importance of maintaining two mailing lists for the OJUA: one for members and broader list of anyone who has had any contact with the OJUA. He suggested formation

of a Membership Subcommittee within the P&E Committee. Corey Cook agreed to work with staff on membership.

Vice Chair: Stan Cowles volunteered to act as Co-Chair of the Committee, filling in for the Chair when he is unable to attend.

Next Meeting

The next meeting is scheduled for February 18, 10:00 a.m. at the OJUA Conference Room. There will also be a meeting on Thursday, March 6 at 10:00 a.m. in the OJUA Conference Room, as well as on Thursday, April 3.

Adjourn

There was no further business and the meeting was adjourned at 12:06 p.m.