

**Oregon Joint Use Association
Publicity and Education Committee**

Meeting Minutes – October 20, 2015
Comcast Office - 11308 SW 68th Parkway, Tigard

Call to Order

Meeting called to order by Jeff Van Loo at 10:09 am.

Roll Call: Jeff VanLoo, Brooke Sisco, Dawna Farrell, Veronica Voelker, Tal Nelson, Scott Butler

Not Present: Marlene Martin

Staff: Laoreal Williams

Approval of Minutes

Review minutes of September 16, 2015.

Motion by Tal Nelson, seconded by Dawna Farrell to approve the minutes of the September 9, 2015.

Motion passed.

Chair Report

Chair Van Loo described the apparent success of the networking event at the Annual Meeting and the Committee considered hosting something similar at the Spring Training. Staff was asked to contact Embassy Suites to determine an approximate budget for an event hosting 100-150 with a cash bar and light appetizers for two hours (5:30 – 7:30).

Staff Report

It was the consensus of the Committee to continue meeting on the second Thursday of the month through 2016. In addition, the Committee members agreed to schedule the November 12, December 10, January 14, and February 11 meetings for four hours each.

Committee Discussion

The Committee reviewed the potential categories and selected the following (six categories for each game, five questions for each category):

Game 1:

Worker Safety Zone (include PV/PH)
Grounding/bonding
Service drops (BV/BH/MV/MH) (1 low drip loop question)
Building clearances, dead-end service attachment
Customer Caused
OJUA Codes (confer with Standards and/or JIS)

Game 2:

Worker Safety Rules
Pole to Pole
Navigable surfaces, driveways, agricultural
Service drops
Grab bag
Conductor to conductor

With the categories confirmed, the Committee began developing questions.

Timeline, 2015-2016

| Task | Completion Date |
|--|---|
| Location, Date & Speaker(s) recommendation to Board | July 9, 2015 (comp 7/8/2015) |
| Committee Open House | August 13, 2015 |
| Lockdown of speaker(s) | September 1, 2015 (comp 8/4/2015) |
| Identify potential categories | September meeting (comp 9/16/2015) |
| Lockdown of categories | October meeting |

Electronic save-the-date flyer distributed
Monthly e-blast reminder
Discuss giveaway ideas
On-line registration opens
Program & 1st draft of games to Marne for review
Determine giveaway
Weekly e-blast reminders start
Finalize agenda
Games completed & tested
Focus on logistics
Early bird price expires
Order giveaway
Final facility inspection & walk-through
Email reminder to all attendees
Site technical check of A/V equipment

October meeting
November +
December/January meeting
January 25, 2016
February meeting
February meeting
Mid-February
March meeting
March meeting
March/April meetings
March 14, 2016
Mid-March
Early April
One week prior to event start
Night prior to event start

Next Meetings: November 12, Comcast (Tigard)

Meeting was adjourned at 11:44 am.