

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

Meeting Minutes – September 16, 2015
Comcast Office - 11308 SW 68th Parkway, Tigard

Call to Order

Meeting called to order by Jeff VanLoo at 10:11 am.

Roll Call: Jeff VanLoo, Brooke Sisco, Dawna Farrell, Marlene Martin, Tal Nelson, Scott Butler

Not Present: Veronica Voelker

Staff: Laoreal Williams

Approval of Minutes

The Committee reviewed the minutes of August 13, 2015.

Motion by Brooke Sisco, seconded by Marlene Martin to approve the minutes of the August 13, 2015, meeting. **Motion passed.**

Committee Discussion

The Committee reviewed the Association’s strategic plan and identified its role in many of the identified goals while also noting areas in which it should no longer have primary responsibility based on the revised scope that the Committee now works within. Chair Van Loo indicated that he would report the Committee’s discussion to the Board.

The Committee discussed the current fee schedule for attendee and exhibitor registrations. It was the consensus of the Committee to maintain the fees at their current level. The Committee also considered the possibility of a hosting a networking event following the first day’s program and noted that a fee increase may be necessary to cover the cost of such an event. No formal action regarding the networking event was taken.

The Committee reviewed the Jeopardy topic ideas developed at its last meeting.

Game 1:

- Worker Safety Zone
- OJUA Codes
- Grounding/Bonding
- Pole PV/PH (PR, PS)
- MV/MH
- Service Drops
- Building Clearances
- Grab Bag
- Customer Caused
- Low Drip Loops
- Oregon PUC low service drop 10’
- Street lights
- Misc– Power Supply, Shoes, Decorations

Strength & Loading (possibly split into 2)

Game 2:

- Worker Safety Rules
- Climbing Space
- Pole to Pole
- Nav Surfaces
- Service Drops
- Grab Bags
- Voltage adders – WSZ, CS
- Conductor to Conductor
- Ice Loading
- Push Poles – Pole structure.

Additional categories identified by the Committee at today’s meeting include: Driveways, agricultural surfaces (part of navigable surfaces), abandoned plant vs. temporary construction, readily accessible surfaces – bridges pedestrian and otherwise, perpendicular crossings/perpendicular midspan.

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 9/9/2015)
Lockdown of categories	October meeting
Electronic save-the-date flyer distributed	October meeting
Monthly e-blast reminder	November +
Discuss giveaway ideas	December/January meeting
On-line registration opens	January 25, 2016
Program & 1 st draft of games to Marne for review	February meeting
Determine giveaway	February meeting
Weekly e-blast reminders start	Mid-February
Finalize agenda	March meeting
Games completed & tested	March meeting
Focus on logistics	March/April meetings
Early bird price expires	March 14, 2016
Order giveaway	Mid-March
Final facility inspection & walk-through	Early April
Email reminder to all attendees	One week prior to event start
Site technical check of A/V equipment	Night prior to event start

Photo Solicitation

Staff directed to develop text for photo solicitation of “interesting violation photos”.

Next Meetings: November 12, Comcast (Tigard)

Meeting was adjourned at 11:37 am.