

**Oregon Joint Use Association**  
**Board of Directors: Meeting Minutes**  
**Umatilla Electric Cooperative – Boardman, Oregon**  
June 15, 2017

President Scott Rosenbalm called the meeting to order at 10:03 a.m. A quorum was present:

**Present:**

Scott Rosenbalm, President  
Janet Ebright  
Tom McGowan  
Sam Ackley\*  
Jeff Kent\*  
Nancy Lang  
Gary Lee

**Guests:**

Dave Barks, Standards Committee Chair\*  
Jerry Donovan, ICE Committee Co-Chair

**Staff:**

Laureal Williams

*\*participated via phone*

**Not Present:**

Brant Wolf  
Joe Mitchell  
Tod Rosinbum

**Minutes**

The Board reviewed the minutes of the March 16, 2017, meeting. Corrections to the Industry Updates section were noted.

**MOTION:** Moved by Tom McGowan and seconded by Gary Lee to approve the minutes of the March 16, 2017, meeting as corrected.

**Motion passed.**

**Treasurer's  
Report**

Tom McGowan reviewed the financial statements as provided in the meeting materials, noting the discrepancy between the Accounts Receivable on the Balance Sheet and the Aged Receivables report. The discrepancy is a result of the credits issued against paid registrations for the 2017 Spring Training for no-shows. Tom and staff will strategize the best process to accurately reflect those credits on both the Balance Sheet and the Profit & Loss Statement.

In reviewing the Aged Receivables report, it was the consensus of the Board to write-off the membership invoices for City of St. Helens and UC Synergetic as uncollectible.

Tom reviewed the cash flow statement, noting that we are currently tracking to end the year at a deficit. Being able to collect on the outstanding receivables would help reduce the projected deficit.

The Board reviewed the revenues and expenses associated with the Spring Training event.

**MOTION:** Moved by Gary Lee and seconded by Janet Ebright to approve the Treasurer's report as submitted. **Motion passed.**

**Industry Updates**     The Board noted that Comcast has outsourced its joint use compliance work to K & B Technical Solutions.

The Board also noted that comments related to the FCC dockets were due today.

**Committee  
Reports**

*Executive Committee*

Scott provided an update on the Committee's activities, planning the annual meeting and the PUC workshop. The Committee is also working on the development of a formal welcome packet for new members in 2018.

*Publicity and Education Committee*

Staff distributed and reviewed the 2017 Spring Training event evaluation results and forwarded the Committee's recommendation for 2018, including continuing with NESC 101 and NESC 201 offerings in the same general location (north Portland) with limited modifications to the subject matter. The Committee is considering the addition of local presenters address items of local concern and expertise. It was the consensus of the Board to approve the Committee's recommendations.

*Inspection Correction Efficiency Committee*

Committee Co-chair Gary Lee reported that he and Jerry Donovan met with Lori Koho and Mark Rettman to report on the Committee's progress and to strategize on improving awareness of joint inspection programs. The concept of a workshop hosted by the Oregon Public Utility Commission was developed to generate more interest in joint inspection programs. Subsequently, an agenda was developed and the workshop was scheduled for June 28 at the Clackamas Community College campus in Wilsonville. Gary emphasized that this is a PUC-hosted activity in which OJUA will be participating.

Jeff Kent indicated that he had been approached by Mark Rettmann to provide a historical perspective of the rulemaking process to generate context for the workshop participants. The Board proposed suggestions for Jeff's consideration related to the history of efforts to develop interest and participation in joint inspection programs.

*Joint Inspection Subcommittee*

No report at this time.

*Mapping Committee*

No report at this time.

*Standards Committee*

Committee Chair Dave Barks provided a summary of the Committee's activities including an update to the Standards Brochure, revisions to the Standards Manual, and review of proposed changes to the 2022 NESC. Dave noted that bonding of streetlights is also becoming a topic of interest in light of the changes to the 2017 NESC.

Conflict Resolution

No report at this time.

**New Business**

PUC-Hosted Workshop on Joint Inspections

The workshop is scheduled for 9 am, June 28, at Clackamas Community College Wilsonville Campus.

New Director Position – Wireless Representative

Staff reviewed paragraph 4.2 of the OJUA Bylaws related to the number of director positions and how they are appointed. The Board discussed adding a director position representing the wireless industry and noted that a few wireless industry representatives have expressed interest in joining the association and serving on the Board.

**MOTION:** Moved by Gary Lee and seconded by Tom McGowan to add a director position representing the wireless industry to the OJUA Board of Directors. **Motion passed.**

**Other**

Board Vacancies

*PUD Representative* - The Board reviewed the recommendation from OPUDA nominating Brooke Sisco (Columbia River PUD) to the OJUA Board as the People's Utility Districts' representative.

**MOTION:** Moved by Gary Lee and seconded by Janet Ebright to appoint Brooke Sisco to the Board as the PUD representative. **Motion passed.**

*Vice President/Large Municipals Representative* – The Board discussed the officer and director/large municipal representative vacancies created by Tod Rosinbum's impending departure from the Board. Viable candidates for the officer position were discussed, but no appointment was made. President Rosenbalm will contact Brant Wolf to inquire about his availability to attend future Executive Committee meetings in an effort to determine his interest in serving as an officer of the Board.

*Small Municipals Representative*

Janet Ebright indicated that she and Terry Blanc have been working with a representative from the city of Gresham who may be interested in serving. Staff was asked to provide Janet with information about the formal process and appropriate contact at the League of Oregon Cities to relay this individual's interest.

**Adjourn**

There was no further business and the meeting was adjourned at 12:35 p.m.