

Oregon Joint Use Association
Board of Directors Meeting Minutes
March 19, 2020 – via Zoom conferencing

Vice President Gary Lee called the meeting to order at 10:07 a.m. A quorum was present:

Present:

Gary Lee, Vice President*
Brooke Sisco, Treasurer*
Terry Blanc, Secretary*
Jeff Kent*
Stuart Sloan*
Josh Crain*
Eric Griffeth*
Sam Ackley*
Scott Rosenbalm*
Jennifer Butler*
Pam Vaughan*

Not Present:

Brant Wolf, President

Guests:

Chris Barley*
Tim Khouri*
Todd Gover*
Glen Williams*

Staff:

Genoa Ingram
Kate Trauernicht*
Laureal Williams

**via teleconference*

Approval of Minutes

The Board Members reviewed the minutes of December 19, 2019, Board meeting.

MOTION: Moved by Eric Griffeth and seconded by Brooke Sisco approve the minutes of the December 19, 2019, meeting as amended. **Motion passed.**

Treasurer's Report

Brooke Sisco reviewed the Treasurer's report, providing detailed information as requested.

MOTION: Moved by Eric Griffeth and seconded by Jennifer Butler to accept the financials as presented. **Motion passed.**

Industry Updates

The Board discussed how the COVID-19 pandemic is impacting their day-to-day business. Most indicated that their offices have been closed to the public and much of their operational staff have begun to work from home.

Committee Reports

Executive Committee – Gary Lee reported that at its most recent meeting the Executive Committee reviewed the Court Street Consulting proposal for continued administrative services, discussed development of an Oregon NJUNS user group, and reviewed comments suggested by Standards Committee for 2022 NESC change proposals.

P & E Committee – Glen Williams reported that the Committee has completed its work with regard to Spring Training. As of Tuesday, March 17, the Red Lion cancelled all events through May 12, including the OJUA Spring Training. The Red Lion did provide options to re-schedule the event in early June. Glen reported that the P & E Committee recommends

cancelling the 2020 Spring Training instead of re-scheduling for this year. The Board discussed the merits of rescheduling versus cancelling the event.

MOTION: Moved by Eric Griffith and seconded by Brooke Sisco to cancel the Spring Training event and offer a credit for future events or membership dues, or a refund to those who have already paid. **Motion passed.**

The Board asked staff to draft an email message to registrants regarding cancellation of the event and offering the option of a registration refund or credit against future registrations or membership renewal. The Executive Committee will review the language prior to the email distribution.

Inspection Correction Efficiency Committee – Todd Gover reported that the Committee was still moving through the process of developing a joint inspection check-list but had cancelled this month's meeting due to the virus. Jeff Kent added that Pacific Power continues to implement a joint inspection pilot program in the Willamette Valley. He noted that the company has set some very aggressive timelines, although those timelines also may be impacted by the virus.

Standards Committee – Laureal Williams reported that the Standards Committee had opted to cancel this month's meeting and may elect to meet via teleconference in May. The Committee's next project is the development of a wireless chapter for the Standards Manual.

Conflict Resolution Committee – No conflicts reported at this time.

Mapping Subcommittee – Tim Khouri reviewed three primary goals for the subcommittee: outreach, education, and data sharing. He outlined organization for the mapping layers to reflect those goals. He noted that there were two more user spaces available and invited companies to suggest participants to learn or expand GIS application.

Other

NJUNS Users Group Update – The inaugural user group meeting has been postponed until further notice. The Board briefly discussed the creation of the group and the purpose of its first meeting. Stuart Sloan cautioned against inclusion of large companies only and suggested feedback from smaller companies as members of the group. He asked to be included on future announcements about the group.

CSC Contract Renewal – Genoa Ingram reviewed the contract renewal proposal as provided to the Executive Committee at its most recent meeting. Gary Lee noted that the Executive Committee has recommended renewal of the contract through December 2021 as proposed.

MOTION: Moved by Jeff Kent and seconded by Brooke Sisco to accept the proposal for contract renewal from Court Street Consulting. **Motion passed.**

Policy 115 – Laureal Williams reviewed current check signing practice and the proposed policy to require only one signature for budgeted expenditures under \$10,000.

MOTION: Moved by Jeff Kent and seconded by Stuart Sloan to approve policy #115 as submitted. **Motion passed.**

Adjourn

With no further business to discuss, the Board adjourned at 11:47 a.m.