

Oregon Joint Use Association
Board of Directors Meeting Minutes
December 17, 2020 – via Zoom conferencing

President Brant Wolf called the meeting to order at 9:01 a.m. A quorum was present:

Present:

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

Guests:

Lori Koho
Chris Barley
Corey Cook
Jerry Donovan
Neil Geisler
Debbie Jenkins
Tim Khouri
Jennifer Joly
Tim Webers
James Marker
Glen Williams

Staff:

Genoa Ingram
Laureal Williams
Kate Cochran

Approval of Minutes

The Board Members reviewed the minutes of September 30, 2020, Board meeting.

MOTION: Moved by Terry Blanc and seconded by Scott Rosenbalm to approve the minutes of the September 20, 2020, meeting as presented. **Motion passed.**

Treasurer's Report

Brooke Sisco reviewed the financial reports through November 2020.

MOTION: Moved by Terry Blanc and seconded by Jeff Kent to accept the financial report as presented. **Motion passed.**

Brooke summarized the proposed budget for 2021, noting that it was a near duplicate of the budget approved for 2020 based on the assumption that both the Spring Training and Annual Meeting will be 'live' events. Brant Wolf indicated that the Executive Committee reviewed the proposed budget and subsequently forwarded it to the Board for review and comment.

MOTION: Moved by Terry Blanc and seconded by Sam Ackley to recommend the proposed budget for approval by the Executive Committee at its January 2021 meeting. **Motion passed.**

Staff reported that the Association has issued a Request for Proposal for audit services to conduct a three-year or five-year audit of OJUA's financial records. The RFP submittal deadline is January 6, 2021.

Industry Updates

Lori Koho provided an update on Docket AR638 relating to wildfire mitigation. She noted that the first docket workshop to solicit feedback regarding development of a wildfire mitigation plan had very good attendance. Lori indicated that the PUC has just published a survey asking for feedback and identification of any tasks that can be completed before the next wild fire season.

Of particular interest is determination of how to effectively conduct community outreach and notification of public safety power shut-offs. Another area of concern relates to risk assessment. Also under consideration is an exploration of how a mitigation plan will impact providers of communications, wireless services, and natural gas, as well as power companies. She anticipates the need to develop workgroups to deal with these issues and others. Genoa inquired as to whom the survey was distributed; Lori replied and asked that recipients forward the survey to any interested stakeholders.

Committee Reports

Executive Committee – Gary Lee provided an update on the Committee's activities, noting work on the proposed 2021 draft budget and development of the RFP for audit services.

Conflict Resolution Committee – Jeff Kent noted that no new disputes have been brought to the Committee for review. Earlier today he received an inquiry about the Committee's services from a pole owner; although the issues doesn't appear to fall within the scope of the Committee, Jeff will follow up to provide assistance as possible.

P & E Committee – Glen Williams reported that the Committee is working with Dave Marne to structure a two-day virtual event for Spring Training in case a 'live' event is not viable. Glen reviewed a draft schedule being developed for the event, noting that the training will include instruction from Dave Marne as well as presentations by PUC safety staff and the NJUNS work group. Glen noted that Dave's estimated fee for the event is approximately \$13,000 (based on attendance levels).

Although registration fees have not been set yet, Glen indicated that the Committee is considering a base rate between \$125 to \$150 per attendee per day (based on registration date and OJUA member status). Work continues on development of the Jeopardy-type game. Kate Cochran emphasized that the Association is still committed to the Red Lion for a 'live' event; the Committee will have to make a final decision by January 26 as to hosting a live or virtual event. Based on pandemic restrictions in place at that time, there may be a cancellation fee incurred from the Red Lion if we are unable to enforce the force majeure clause of the contract.

Inspection Correction Efficiency Committee – Corey Cook provided an update on the Committee's activities, noting that the Committee is currently searching for a co-chair to replace Todd Gover. She reported that the Joint Corrections Partnership Options document is nearly complete. The document is basically a checklist of factors and considerations that can influence a successful joint correction effort. Once the document is complete, the Committee hopes to

coordinate it with the joint inspection best practices manual that was finalized a few years ago. Ideally, a joint correction effort would be preceded by a joint inspection program.

Standards Committee – Jerry Donovan summarized the Committee’s recent activities. He indicated that the Committee would benefit from a member representatives of one of the larger ILECs. A representative from the wireless industry would also be a welcome addition to help balance the group’s interests. The Committee continues to work on the wireless chapter of the Standards Manual, with members offering to coordinate and draft specific sections of the chapter: definitions & glossary, evolution of wireless technology, types of wireless sites, site selection, configurations on joint use poles, unmetered installations, radio frequency considerations, signage, and jurisdictional requirements. Jerry noted that he would like to seat a Vice Chair for the Committee. The group will meet again on January 20 to continue work on the wireless chapter.

Mapping Subcommittee – Tim Khouri provided a status report on the Committee’s activities, and shared a current view of the map project as currently accessed from the OJUA website. Tim outlined future improvements to the project as designated by the Committee. The Board noted that the map itself could become a useful tool for the wildfire mitigation plan currently under development.

NJUNS User Group – Laoreal Williams reported that the group met recently to discuss possible modification to enhance the NJUNS form and best overall practices for utilizing the form. In addition, the group is working to determine the best way to locate current contact information for users, including publishing the group members’ information on the OJUA website. Terry Blanc asked if the Association needs to formalize its relationship and support for the group. Those discussions are underway but no formal decisions have been made.

Tim Webers noted that he was unaware of the group and asked to be added to the distribution list. He indicated that years ago NJUNS used to host state user group meetings, but interest in participation declined. However, NJUNS is planning to re-initiate those meetings in 2021. Tim pledged to have a NJUNS representative at the next user group meeting.

Elections

The Board discussed officer nominations and reviewed the proposed slate of officers as presented:

<u>Name</u>	<u>Position</u>
Brant Wolf	President (Incumbent)
Gary Lee	Vice President (Incumbent)
Terry Blanc	Secretary (Incumbent)
Brooke Sisco	Treasurer (Incumbent)
Sam Ackley	At-Large (Incumbent)

MOTION: Moved by Stuart Sloan and seconded by Scott Rosenbalm to approve the proposed slate of officers *en bloc*. **Motion passed.**

Other Business

Sam Ackley, noting the wildfire mitigation and repair work many members of the industry has been engaged in over the last few months, asked if the OJUA is an appropriate venue to discuss

coordination of activities between joint use partners (pole owners and licensees). The Board discussed the question and concurred that it is an appropriate venue. Although the OJUA doesn't currently have a formal role with regard to AR638, Brant Wolf suggested the Association should monitor the proceedings. Stuart Sloan recommended the development of guiding principles or best practices on how best to cooperate in the common purpose to serve the public in these situations.

Adjourn

There was no further business and the meeting was adjourned at 11:38 a.m.