

## Oregon Joint Use Association Standards Committee

Meeting Minutes—January 20, 2021

Jerry Donovan called the meeting to order at 10:00 a.m.

### **Call In:**

Jerry Donovan, Chair, PGE  
Corey Cook, Pacific Power  
Kristi Belveal, Lumen/CenturyLink  
Debbie Jenkins, EPUD  
Scott Rosenbalm, McMinnville W&L  
Mark Rettmann, OPUC Safety  
Jaime Breckenridge, EWEB  
Marlene Martin, Wave Broadband  
Chris Barley, Oregon Aerial  
Craig Commerford, PGE  
Mike Allen, Comcast

Jesse Keyes, Gary Lee & Assoc.  
Zach Kalnins, Wave Broadband  
Rick Larson, Forest Grove L&P

### **Staff:**

Jody Lyon

### **Not Present:**

Stuart Sloan, Consumers Power Inc  
Robb Robison, CenturyLink

### **Approval of Minutes**

The Committee reviewed the minutes of the November 18, 2020, meeting. **MOTION:** It was moved by Jaime Breckenridge and seconded by Corey Cook to approve the minutes of the November 18, 2020, meeting with one edit to the third paragraph, regarding standards and requirements of cities. **Motion passed.**

### **New Business**

Chair Jerry Donovan led the Committee through the list of Wireless Chapter sections, requesting the status. The topic owners reported on their statuses and discussed how best to collaborate on edits to each topic. Corey Cook shared that she uses Microsoft Teams, which is a convenient tool for file sharing and group editing, and several other Committee members use Teams as well. The Committee will continue uploading documents into the OJUA Standards Google Drive—Wireless Chapter folders. Jody Lyon provided the Google Drive link in Zoom chat for the Committee members to access if they have not yet done so.

Jerry Donovan directed that he and staff would work together to begin structuring the Wireless Chapter, with the goal of at least one subtopic being ready for display at Spring Training.

Jerry Donovan asked the Committee for their thoughts about the Jurisdictional Requirements topic for which no topic owner currently exists. Working within the consensus that this section will need to address the varying standards and requirements found among jurisdictions, the Committee determined that OJUA will point to a best practice with sketches and photos but will keep the section generic. The section should include a disclaimer that the information contained is simply for guidance, and the contractor should refer to the jurisdiction's requirements.

**Adjournment**

The meeting was adjourned at 11:22 a.m. The next regularly scheduled Committee meeting will be March 17 at 10 a.m.