

**Oregon Joint Use Association
Standards Committee**
Meeting Minutes—November 18, 2020

Jerry Donovan called the meeting to order at 10:09 a.m.

Call In:

Jerry Donovan, Chair, PGE
Corey Cook, Pacific Power
Kristi Belveal, Lumen/CenturyLink
Scott Rosenbalm, McMinnville
Debbie Jenkins, EPUD
Scott Rosenbalm, McMinnville W&L
Mark Rettmann, PUC Safety
Jaime Breckenridge, EWEB
Marlene Martin, Wave Broadband

Staff:

Jody Lyon

Not Present:

Stuart Sloan, Consumers Power Inc
Robb Robison, CenturyLink

Approval of Minutes

The Committee reviewed the minutes of the July 15, 2020, meeting. **MOTION:** It was moved by Kristi Belveal and seconded by Scott Rosenbalm to approve the minutes of the September 16, 2020, meeting with one edit of correcting the names of personnel working for Lumen. **Motion passed.**

New Business

Jerry Donovan began the meeting by finding consensus about how to label, file, and approach the documents and images in Google Drive. The group agreed that we should have subfolders for each of the subsections in the Table of Contents for the Wireless Chapter in the Standards Manual. As the committee meets over coming months, these files can be discussed and moved as needed. Any file that someone believes would be useful but is unsure how to classify can be uploaded to the parent folder titled Wireless Chapter.

Jerry moved the committee to the next topic, which is identifying the committee's overarching goal for the chapter and OJUA's goal for the manual. Questions arose, such as: Are we seeking one standard? Or best practices? Each company has its own standards, so how will we approach this? The group agreed that assembling this chapter has many benefits, including the ability to see what other companies are doing and the ability to help individuals who are new to the industry. Jerry established the goal of getting this chapter to a 90% level, including images and examples such as before/after photos and sketches. Mark Rettmann agreed that this will help cities and municipalities, too.

Jaime Breckenridge pointed out that each city and municipality can have different standards. Corey Cook supported this. Need a standardized, clear statement showing that OJUA members are united. Jerry summed up the discussion by statement that our goal is:

Establishing good standards and best practices—also showing bad practices as an education piece—that focus on how we utilize joint use poles so that we have fewer structures in the right-

of-way and we have poles that are NESC compliant yet still accommodate wireless, wire line, power line, and street light attachments.

Jaime suggested calling out that these are only 4G installations when appropriate to do so. Clarified that Types of Wireless Sites would be about both small and macro cell sites.

The committee discussed the timeline for when the chapter should be done. The goal is to have at least some basic components completed by Spring Training. They discussed the options of addressing the chapter as a whole and as a team, or if they should split up the topics and assign a “topic owner” with all sections addressed simultaneously. The committee agreed that divvying up the topics would be best. The members named sections they felt comfortable taking ownership of.

Action Items

“Topic Owners” will work on their chosen section(s) between now and the next committee meeting.

Volunteers are as follows:

Definitions & Glossary—Kristi Belveal and Robb Robison

Evolution of Wireless Technology: Debbie Jenkins

Types of Wireless Sites: Mark Rettmann

Site Selection: Jerry Donovan

Configurations on Joint Use Poles: Jaime Breckenridge

Metered/Unmetered Installations: Scott Rosenbalm

Radio Frequency Considerations: Debbie Jenkins and Mark Rettmann (will start this one)

Signage: Corey Cook

Jurisdictional Requirements: TBD

Adjournment

The meeting was adjourned at 11:16 a.m. The next regularly scheduled Committee meeting will be January 20, at 10 a.m.