

**Oregon Joint Use Association
Standards Committee**

Meeting Minutes – July 15, 2020

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

Call In:

Jerry Donovan, Chair, PGE
Corey Cook, Pacific Power
Mark Rettmann, OPUC
Mike Allen, Comcast
Kristi Belveal, CenturyLink
Tim Gasser, Crown Castle
Scott Rosenbalm, McMinnville W&L
Marlene Martin, CoastCom by Wave
Stuart Sloan, Consumers Power Inc

Not Present:

Debbie Jenkins, EPUD
Chris Barley, Oregon Aerial
Wayne Ronke, Charter
Communications
Jaime Breckenridge, EWEB
Todd Gover, TDS Bend Broadband

Staff:

Jody Lyon

Approval of Minutes

The Committee reviewed the minutes of the January 15, 2020, meeting. **MOTION:** It was moved by Corey Cook and seconded by Tim Gasser to approve the minutes of the January 15, 2020, meeting as written. **Motion passed.**

New Business

Jerry Donovan led the committee in a discussion focused on the Wireless Chapter (WC), using the WC Outline created in late 2019. The committee goal is to provide best practices and achieve an 80% or higher completion rate. Prevalent discussion points included: identifying a starting point for the WC (definitions, glossary of terms, small cell, 5G, and then macros, etc); understanding the overall WC scope (and size); possible inclusion of an appendix; and understanding the impact of this chapter. As the TOC is fleshed out and organized, the committee will be better able to determine overall content, additions, and deletions. For example, the committee identified Evolution of Wireless Technology as the area of greatest difficulty. Conversation suggested that this section perhaps should be deleted because it looks backwards rather than looking to the future.

The committee agreed that using the shared drive is the best starting point for sharing images and documents that they can each review and comment on. We can refine the system as needed and use Zoom for group reviews.

Corey Cook and Tim Gasser discussed the committee's ability to identify any well-established markets in the US pertaining to wireless pole attachments and whether there is a list of shared contacts from which the committee can borrow. Although this aspect of the industry is still in the "learning curve" phase, Tim has started a list of engineers that he will share. Regarding wireless, the OJUA Standards committee has made the most progress thus far in pioneering this avenue in the industry.

The meeting ended with Tim Gasser presenting his General Design Considerations slides as a style demonstration of data sheets showing weights and dimensions from his company's installations and attachments.

Action Items

- OJUA Staff to convert the Wireless Chapter outline into a Wireless Chapter TOC in same format as the Standards Manual
- Distribute most recent chapter outline to entire committee
- Committee to gather as many examples as possible of comments and images related to the wireless chapter, identify a central hub, upload them for group review using a uniform file naming system, and identify the best method of reviewing them.
 - Create a fair system
 - Limit quantity, focusing on quality
 - Jerry suggested that files sent to admin staff be labeled as "For OJUA Standards Wireless Chapter."

Adjournment

The meeting was adjourned at 11:00 a.m. The next regularly scheduled Committee meeting will be Wednesday, September 16, at 10 a.m.