

**Oregon Joint Use Association  
Standards Committee**  
Meeting Minutes—September 16, 2020

Jerry Donovan called the meeting to order at 10:05 a.m.

**Call In:**

Jerry Donovan, Chair, PGE  
Corey Cook, Pacific Power  
Mark Rettmann, OPUC  
Chris Barley, Oregon Aerial  
Mike Allen, Comcast  
Kristi Belveal, CenturyLink  
Scott Rosenbalm, McMinnville W&L  
Robb Robison, CenturyLink

**Staff:**

Jody Lyon

**Not Present:**

Debbie Jenkins, EPUD  
Marlene Martin, CoastCom by Wave  
Jaime Breckenridge, EWEB  
Tim Gasser, Crown Castle  
Stuart Sloan, Consumers Power Inc

**Approval of Minutes**

The Committee reviewed the minutes of the July 15, 2020, meeting. **MOTION:** It was moved by Scott Rosenbalm and seconded by Kristi Belveal to approve the minutes of the July 15, 2020, meeting as written. **Motion passed.**

**New Business**

Jerry Donovan requested committee review of his 2020 Annual Report draft. Robb Robison and Corey Cook shared with the group that their parent company has changed to Lumen; however, they agreed they should stay listed as CenturyLink. The alert was for people to watch for the more visible branding change and be aware that email/spam issues may occur.

Regarding the Wireless Chapter section of the Annual Report, the committee discussed whether to discard the Evolution of Wireless Technology from the list. They agreed to keep the section but list it as TBD, pending the team coming up with examples.

Staff uploaded a copy of the Standards Manual to the Wireless Chapter folder on the Google Drive for [oustandards@gmail.com](mailto:oustandards@gmail.com). With nothing uploaded to the drive, the committee could not delve into an effective Wireless Chapter discussion, so this topic will be pursued in November.

Jerry will create slides for the Annual Meeting.

**Action Items**

- 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
- Label images as:
  - Name\_Type\_Subject\_ItemNumber
  - (Type = picture or document)
- If unable to upload the images or documents to the shared drive, please label the images as above and then email to staff with clear subject line:
  - Subject: For OJUA Wireless Chapter upload
  - Staff Email: jody@ojua.org

**Adjournment**

The meeting was adjourned at 11:16 a.m. The next regularly scheduled Committee meeting will be Wednesday, November 18, at 10 a.m.