

**Oregon Joint Use Association
Board of Directors Meeting Minutes**

December 14, 2022 – Whiskey Brown’s Farmhouse Kitchen/Salem Golf Club
and Via Zoom

President Terry Blanc called the meeting to order at 10:04 a.m. A quorum was present:

Board Members Present:

Terry Blanc, President
Sam Ackley, Vice President
Tom McGowan, Treasurer
Pam Vaughan, Secretary
Josh Crain*
Eric Griffeth
Jeff Kent
Gary Lee*
Adam Deshon

Guests:

Chris Barley, P & E Committee Chair
Tom Jorgenson, ICE Committee Chair
Pete Kalnins, Standards Committee Chair
Heide Caswell, OPUC
Cody Mabee, Pacific Power
Dylan Truong, Modus LLC

Staff:

Genoa Ingram
Laureal Williams
Mandy Grauerholz

Board Members Absent:

Brant Wolf, Immediate Past President
Jami Breckenridge
Jennifer Butler

**via Zoom*

President’s Comments

President Terry Blanc noted that Jennifer Butler (representing Cable) has resigned from OJUA Board and ICE Committee effectively immediately.

Special Order of Business

President Blanc reported that the Oregon Rural Electric Cooperatives has recommended Adam Deshon (Salem Electric) to serve as the Cooperative Representative on the OJUA Board. Genoa Ingram noted that Adam’s appointment would be to serve on the Board until 2025.

MOTION: Moved by Tom McGowan and seconded by Jeff Kent to appoint Adam Deshon to represent electric cooperatives on the OJUA Board for a three-year term.

Motion passed.

Approval of Minutes

The Board Members reviewed the minutes of September 14, 2022, meeting.

MOTION: Moved by Jeff Kent and seconded by Eric Griffeth to approve the minutes of the September 14, 2022, meeting as amended to correct the spelling of Griffeth. **Motion passed.**

Treasurer’s Report

Year-to-Date Financials – Treasurer Tom McGowan reviewed the year-to-date financial reports as of November 30. Addressing the NESC Manual expense line item, Tom indicated that in

consideration of the potential deficit budget for 2023, the Executive Committee approved purchasing 200 NESC Codebooks in 2022 instead of 2023. Anticipated net revenue for 2022 accommodated the cost of the purchase without dropping below the amount budgeted for net revenue for the year.

Tom suggested that staff work with the accountant to see if it is possible to generate a transaction that could move the existing credits out of the total Accounts Receivable as reported on the balance sheet. Laoreal Williams reported that as part of the membership renewal process for 2023, she would be alerting those entities with credits and encouraging the application of those credits to membership renewal fees or event registration. Staff's intention is to remove existing credits from the books by the end of 2023 either as applied to transactions this year or as a refund supplied to the appropriate entities.

MOTION: Moved by Sam Ackley and seconded by Gary Lee to accept the financial report as presented. **Motion passed.**

2023 Budget – Treasurer Tom McGowan reviewed the proposed 2023 budget as recommended by the Executive Committee. Tom summarized the budgeting process, noting that the revenue budgeted for the Spring Training event registration was based on the P & E Committee's projections for both in-person and virtual attendance. The Board discussed the so far unsuccessful efforts to engage a CPA to conduct either an audit or internal control review. Money has been budgeted for an audit or review and the search for engaging a CPA will continue. Tom addressed questions from the board regarding specific line items.

MOTION: Moved by Jeff Kent and seconded by Sam Ackley to approve adoption of the 2023 budget as presented. **Motion passed.**

OJUA Debit Card – Laoreal noted that the Association's debit card is currently issued in a former board member's name. Laoreal asked that the Board consider approving Genoa Ingram as an authorized signer for the account and that the Association's debit card be re-issued in her name rather than a board member's name. Sam noted that the Executive Committee has reviewed the request and is in favor of it. Laoreal indicated that Court Street Consulting's internal policy with regard to Ingram as an authorized signer limits her ability to be the sole signer on a check made payable to CSC. In this instance, OJUA policy dictates that checks under \$10,000 payable for budgeted expenses require only one signature. Per the CSC policy, Genoa would not be authorized to sign any check payable to CSC.

MOTION: Moved by Eric Griffeth and seconded by Sam Ackley to approve Genoa Ingram as an authorized signer on the Association's bank accounts with the limitation that she not sign checks payable to Court Street. In addition, the Association's debit card will be issued with her name on it. **Motion passed.**

Industry Updates

Update: AR 638 Rulemaking – Terry Blanc reported that AR 638 has been split into two separate dockets to address two remaining issues that were brought up in the original rulemaking. First is UM 2253, relating to administratively completing the process to institute a new complaint proceeding. The Commission recently approved a new form that can be completed and filed to

initiate a complaint proceeding. In terms of adopting the complaint rule itself, the Commission will vote on it at its December 27 public meeting.

Heide Caswell addressed the other docket relating to vegetation management. Heide noted that tension around the issue seems to exist between city or county policies and what might be optimal in wildfire mitigation plans. While there may be an opportunity to address vegetation management through a mini-rulemaking process, the PUC will first work to convene some stakeholder parties in an effort to find some middle ground for a collaborative solution.

Chris Barley asked if the PUC-hosted stakeholder discussions and final rule-making will address all vegetation management clearances for comms and tree trimming or just management within the High Fire Risk Zones. Chris indicated that there seems to be a lack of clarity regarding application of the current rules. Heide noted that there are already requirements regarding vegetation clearance around communications in both statute and in administrative rule. The current conversation rests on determination of whether or not the situation is deemed a fire risk in a High Fire Risk Zone. Chris asked if either the OJUA Standards Committee or Inspection Correction Efficiency Committee could help develop some clarity on the issue of vegetation management clearances. Tom Jorgenson suggested that the Standards Committee might be the best avenue for this discussion since the committee is developing a wildfire mitigates chapter for its Best Practices manual.

Committee Reports

- Executive Committee – Sam Ackley reviewed the Committee’s recent activities, including review of the proposed budget, filling board vacancies, and appointing a new Standards chair. The Committee will begin planning the 2023 Annual Meeting program early next year.
- Conflict Resolution Committee – No conflicts reported.
- Publicity & Education Committee – Chair Chris Barley reported on the status of the Spring Training program and the supplemental presentations.
- Inspection/Correction Committee/Mapping Subcommittee – Chair Tom Jorgenson reviewed the committee’s recent meeting. The group will be following the results of a small joint correction pilot program currently undertaken by PGE. Terry noted that with Jennifer Butler’s resignation, Tom will be seeking a new co-chair for the committee. Terry encouraged any communications representatives who are interested to contact Tom.
- Standards Committee – Chair Kalnins reported on the committee’s recent activity, including updating the Grandfather Matrix and revising the Best Practices Manual. The wireless chapter of the manual is nearly complete, and the wildfire mitigation chapter is currently being developed. The committee will host its next meeting on January 9.

New Business

Draft Policy – The Board reviewed a draft policy relating to non-member attendance at board meetings and committee meetings. The Board suggested amending the policy to clarify that the attendance limitations are per year and to indicate that the policy is not applicable to invited guests or speakers.

MOTION: Moved by Tom McGowan and seconded by Jeff Kent to approve the policy as amended. **Motion passed.**

Board and Elections – Gary Lee asked what impact, if any, Jennifer Butler’s resignation would have on the officer elections. Genoa Ingram indicated that there would be no impact, but the Board would want to fill Jennifer’s position as soon as possible. Gary agreed to contact OCTA to determine if they would like to recommend a new representative for the Board. Sam indicated that the Executive Committee has recommended that the Board maintain the current slate of officers for 2023 unless there is significant interested from anyone else to assume one of the officer positions.

MOTION: Moved by Eric Griffeth and seconded by Jeff Kent to elect the current slate of officers for an additional term of service. **Motion passed.**

PUC Update – Heide Caswell reported continuing to focus on looking for performance against the Division 024 and 028 rules. Over the next month or so, Safety Staff will be summarizing the year-end review with regard to audits and improving those audits through updated media such as Survey 1-2-3. The overall goal of a more data-focused audit process is to become more efficient, provide better quality information, and have better ability to drill into the data collected. Heide indicated that Safety Staff will be issuing more GIS data requests to enhance the audit process. She cautioned that the summarized reporting is publicly accessible; however, the specific GIS data provided is secure and not accessible. She clarified that the data requests will be made to all providers, not just electric operators.

Heide reported that one of the other areas of interest this year has been a state-wide focus on vegetation management efforts, especially as they related to wildfire mitigation plans. For the coming year, Safety Staff will be doing even more regarding vegetation management as wildfire season approaches.

Heide noted that Safety Staff is conducting a version comparison between the NESC 2023 codebook to the 2017 codebook to understand any substantial changes before providing notice of a rule change to recognize the version that Oregon will adopt. She indicated that industry members would be given an opportunity to comment during the docket process before any decision is made regarding adoption. Terry Blanc asked if Safety Staff had found any concerns in the updated code that might prevent them from recommending adoption of the 2023 NESC. Heide indicated they had not identified any significant concerns so far.

In addressing questions from the Board, Heide indicated that Leon Grumbo will be sending out notices of those areas due for inspection in 2023. She noted that per request, Safety Staff will work to provide notice when they are visiting a specific area. She also indicated that the current round of five-year check-in forms will be more detailed than previously.

Adjourn

There was no further business to conduct, and the meeting was adjourned at 12:46 p.m.