**UNDERGROUND LOCATION COMPANY**

**IOWA ONE CALL**

Minutes of the Board of Directors and Officers

Iowa One Call Call Center, Davenport

September 6, 2018

**Participating Directors**

Randy Brown (Mediacom)

Mark Erpelding (Erpelding Excavating Enterprises)

Brian Hanna (Consolidated Infrastructure Group)

Scott Johnson (Aureon Network Services)

Scott Long (T.I.P REC)

Roger Morris (Spencer Municipal Utilities)

Jenny Puffer (Des Moines Water Works)

Tom Sailer (Alliant Energy)

Steve Stone (Black Hills Energy)

Mark Woofter (MidAmerican Energy Company)

**Participating Officers**

President, Ross Wendell (Century Link)

Vice President, Mike Wildung (Iowa Regional Utilities)

Chairman, Brian Mueller (Enterprise Products)

**Officers & Directors Absent**

Secretary/Treasurer, David Kamp (City of Des Moines)

Greg Gray (Windstream Communications)

Dave Sherlock (OmniTel Communications)

Paul Wiegand (Iowa State University)

**Additional Participants/Guests**

Adam Franco (One Call Concepts)

Seth Hale (Walter & Associates)

Ryan Schmaltz (One Call Concepts/North Dakota One Call)

Connie Schmidt (One Call Concepts)

Craig Walter (Walter & Associates)

**Call to Order**

President Ross Wendell opened the meeting and confirmed we had a quorum.

**Approval of Agenda**

Motion made by Steve Stone and seconded by Brian Mueller to approve the September 6, 2018 agenda. All in attendance voted in favor. Motion carried.

**Approval of Minutes**

Motion made by Mike Wildung and seconded by Mark Woofter to approve the June 8, 2018 meeting minutes. All in attendance voted in favor. Motion carried.

**Financial Report**

Craig Walter reported in place of David Kamp that the finances are on budget for 2018.

**Excavator Safety Awareness Program Report**

Roger Morris shared the list of 17 ESAP locations for 2019. Mr. Morris asked for board members and their organizations to volunteer for the registration table and to submit photos from 811 day activities to be included in the presentation. Seth Hale shared the 12-month calendar invitation with the board and reported that eight of the 12 months have been sponsored.

**Advertising Report**

Seth Hale reported that $138,065 of the $140,000 budget has been spent and reviewed recent advertising and marketing activities.

**State of the Art Report**

Steve Stone reported that the DRS training video is complete and online. The next steps for training are to finish developing the presentation. The administrative staff reported that they have worked with OCC to determine the top users of the NextGen system (by volume of tickets submitted). This list has been used to determine a geographical approach to coordinating meetings.

**Legislative Report**

Brian Mueller reported that the Legislative Committee is monitoring the activity of the Iowa Utilities Board and the Attorney General’s office for investigation activities and reports.

**Administrative Update**

Craig Walter reported that the next Board Meeting will be held in Des Moines on November 8, 2018. Mr. Walter reported that a Strategic Planning Meeting will be held immediately after the board meeting. Mr. Walter reminded the board of the upcoming OCC Users Group meeting at the end of September.

**OCC Report**

Connie Schmidt reported that all 99 counties have submitted parcel data. The Call Center is in the process of contacting counties with the oldest data, encouraging them to submit new parcel data for better ticketing accuracy. Ms. Schmidt reported that online ticketing topped 73% for the first time ever. OCC is continuing efforts to transition users away from FAX transmissions. Direct calls will be made to offer assistance. A phone application will be released in late September or early October for iPhone and Android users allowing tickets to be submitted and managed by phone application.

**Strategic Plan**

President Ross Wendell outlined the approach to developing the strategic plan in November. Mr. Wendell asked board members to begin considering ideas, reviewing the previous strategic plan as a template. Steve Stone asked that the reserve funds be included in the discussion.

**Board Member Comments**

Mike Wildung discussed issues with overgrown ditches this summer and the challenge it created for receiving timely locates from a third party locating firm.

**Meeting Adjournment**

Motion made by Brian Mueller and seconded by Roger Morris to adjourn the meeting. All in attendance voted in favor. Meeting adjourned.