



Date: July 14, 2022

Location: Virtual via Google Meet

Present:

	Chris Kampmann		Jeannette Jones	R	Mark Williams	R	Rob Martindale
	Dale Kishbaugh	R*	Jim Moody	R	Patrick Fitzgerald	R	Ted Jensen
R	Dana Bijold		Julie McCaleb	R	Raymond Swerdfeger	R*	Terri King
R	Esther Williams	R	Lori Warner	R	Rob Ellis		

I indicates in-person attendance R indicates remote attendance
 * Indicates arrival after roll call - indicates technical difficulties during roll call

Note: The meeting was recorded and started at 1:01 pm. These minutes represent a summary of this meeting and are not intended to be a verbatim document. Audio recordings of the meetings can be obtained by contacting cdle_safetycommission@state.co.us.

MINUTES APPROVAL:

A Motion was made to approve the minutes from the May 12, 2022, meeting: motion carried. No further discussion. A vote was taken to approve the minutes. It was approved.

CURRENT BUSINESS

CO 811 Update:

JD Maniscalco, Jose Espino, Whitney Nichols, and Carla Sanchez presented:

- **CEO Update:** Events upcoming shared; 2021 Financial & Operational Audit/IRS990 - wrap up and presentation to the Board upcoming. Excavator Buffer Reduction undergoing proposal process. Member complaint process - in development; terminated members and how that process will look is being reviewed by their attorney. Flexible Remote Work - established a committee to look at this and develop a policy.
- **Operations Update:** 2022 Center Stats shared. Down 2.3% from forecast; tracking to determine what the cause might be. Over 70% of tickets are processed online. Short staffed (~10 FTEs), so hold time (~12:59) is impacted. Working to redevelop recruitment and retention strategies. Having to mandate overtime shifts in the meantime; hope users of CO 811 are encouraged to use online ticket methods.
- **Damage Prevention Update:** 10/7/22 Durango in person mock line strike. 8/11/22 811 day - doing contractor job site visits.
- **Marketing and Communications Update:** 2 campaigns for 811 Day - internal employee engagement and external 811 brand awareness. Membership onboarding LMS being developed. Goal is November 2022 to have that completed.

- Member Relations Update: Automatic Positive Renotification - May & June % increased over 2021 volume (4 & 5% respectively). New Memberships: 15 in May & June. 2 additional member codes created for existing members (typically for geographic area). 8 Terminated members - 4 were acquisitions/mergers, 2 removed their facilities; 1 never had utilities just wanted notice; 1 was a private resident and they have an irrigation line that crosses a county road and does not have the resources to be a part of the CO 811 Membership.

During discussion: Commissioners asked for clarification on several items. Regarding positive response codes, those have been Board-approved and are now undergoing IT department integration. Seems that it might be implemented January 1, 2023. CO 811 will further address this at the next CO 811 update.

COMPLAINT HEARINGS:

The Review Committee's Findings of Fact form from the July 12, 2022, hearing was reviewed with the Safety Commission.

- Complaint # 2022-009: **A Motion was made to approve the Review Committee's recommended remedial action as noted in the Findings of Fact form:** Motion carried and discussion was entered. A vote was taken to approve the motion. It was approved.
- Review Committee members were selected for the August 2 hearing, and a discussion of the logistics and initial determination of availability for the August 23 hearings occurred.
- 2021-038: fine received after it was forwarded to the Attorney General's office
- 2022-001: training proof and reduced fine received
- 2022-019: sent to Colorado Springs (HRE)

BEST PRACTICES:

- Met in June and July.
- CO 811 came to the May meeting, and the discussion was productive. The desire for and challenges of having all parties present for on site meetings were discussed. Plan to do a follow up meeting once the best practice is more developed.
- Telecommunications representatives were present in the July meeting and discussed their perspective of large/complex projects. They also discussed parameters for what a large/complex project is as opposed to trying to define it.
- Any Commissioners who have points of contact for 3rd party locators are invited to share that with staff before the August meeting.

ADMINISTRATIVE ITEMS/OPS UPDATE:

- Annual PHMSA report submitted June 9, 2022, in partnership with CO 811, the PUC and Colorado Springs. The changes this year with PHMSA include seeing the written report and only having a meeting if they request one.
- Staff contact information is changing slightly, as only 1 phone number will remain active.
- On June 7 and 29, staff reached out to nominating entities to begin looking for at least 3 nominees, with the goal to have nominees selected by the end of August. In addition to the 6 regular positions whose terms end this year, Dale Kishbaugh will be resigning due to a work change. All 7 seats will transition at the same time.
- Damage Prevention fund - ongoing spending authority for up to \$20,000/fiscal year. Staff proposed discussing ideas at the August meeting.

OTHER BUSINESS:

- Annual Report (CO 811): July deadline met. Staff looking for direction on what the Commission would like to do with the data (last year a *Facility Owner Data Report* was sent to those with 10,000 or more transmissions). Last year the open rate was high, but not a lot of additional follow up. The challenges of year-to-year comparison are tied to the changing utility owner names or member codes; staff can do this,

but it must be done manually. CO 811 staff confirmed they experience this same challenge. After discussing several ideas, the plan is to do the same report again with the 2021 data. Commission members also asked staff to track the time required to generate this report. The tentative plan is to send the report to facility owners in November, with feedback from owners/operators requested by December. Staff will consider whether the baseline should remain 10,000+ locate requests received and report back to the Commission.

- On May 18, Safety Commission member Jeannette Jones attended a meeting between the PUC, PHMSA, and COGCC. Orphaned gas wells and the recent legislation to mitigate them were discussed. Meeting leak detection technology was also discussed at the meeting. Jeannette Jones attended the meeting and can answer questions when she is at the next Commission meeting.
- Jeannette Jones also received a question from PHMSA regarding whether the road grading exemption applies to railroad operators; the fact that the Excavation Requirements statute explicitly states that railroad operators are not utility owners/operators was a part of the concern. Jeannette Jones can field any questions about this topic at the next Commission meeting.
- Jeannette Jones' notes for the two topics above will be provided in the post-meeting email.
- Discussed what to include on next month's agenda.

The next meeting is scheduled for August 11, 2022.

Meeting adjourned at 3:14pm.