



**Date:** October 13, 2022

**Location:** Remote via Google Meet

**Present:**

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

R indicates remote attendance

\* Indicates arrival after roll call - indicates technical difficulties during roll call

**Note:** The meeting was recorded and started at 1:02 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](mailto:cdle_safetycommission@state.co.us).

**MINUTES APPROVAL:**

**A Motion was made to approve the meeting notes from the September 8, 2022, meeting:** no discussion. Motion passed.

**CURRENT BUSINESS**

**OTHER BUSINESS FROM AUDIENCE**

- None brought forth

**COMPLAINT HEARINGS:**

- Review Committee members were selected for the November 3 hearing.
- CO 811 data request form - updates requested (to allow links to work); awaiting procedures committee approval
- 2022-032: completed remedial action in the form of training (vs paying the fine)

**BEST PRACTICES:**

- Initial points compiled and the group is reviewing the content to develop a draft to share with the larger group
- Today reviewed project owner and utility owner sections
- Will have a doodle poll to try to meet before the November meeting to further develop the draft
- Goal is to have a draft for the new Commission to review in January

**ADMINISTRATIVE ITEMS/OPS UPDATE:**

- PHMSA Report meeting was 9/9/22 and last week the letter was received; Colorado remains Adequate.
- Member transitions: 7 Commissioners are either finishing a term, resigning, or applying to come back for another term. The Division will send a letter of recommendation to the Governor's office (Boards and Commissions)

- Business cards have been printed and will be distributed in the new year
- Asked when to invite the team that wrote the report regarding CO utilities; Commissioners suggested early next year
- 10/26/22 administrator training will occur with the Attorney General's office and will review training provided to the Commission along with that
- CO 811 notified staff that JD Maniscalco is no longer with CO 811 and Barry Miller is the interim Executive Director. CO 811 Board wants to know what items the Commission wants in the CO 811 Update.

In discussion: The Commission noted that CO 811 should disclose as much as able during this transition. Reviewing an old prezi might help determine which parts of the presentation are most interesting for the Commission and their stakeholders.

#### **OTHER BUSINESS:**

- Facility Owner Data Report letter: draft language added to the letters for the 5 facility owners in the 10K-100K group that have the highest percentage rate of Automatic Positive response Rentofications. The same language was also developed for the 1 facility owner in the 100K+ with the highest percentage rate. Upon review and editing the Commission gave permission to staff to utilize the form and email the utility owners.
- Damage Prevention Grant Fund update: will have an update in November and in the meantime the draft application form was shared with Commissioners. Feedback on criteria in the form was requested:
  - suggested asking if the grant funds would fund the project entirely or if the company applying was putting additional money towards the project.
  - Asking if partial funding approval allows the project to move forward (also total project budget amount)
  - Up to \$20,000 spending authority annually (if available)
  - Asking how damage prevention/safety is impacted by the project
  - Asking about the project including bilingual options
  - How many people might the project impact/reach
  - Longevity of the project (can it be reused)

Commissioners suggested having a conflict of interest check in before being on the selection committee to fund grants; perhaps also redacting identifying information from the applications for the committee to review.

- Commissioners briefly discussed the CO 811 Annual meeting; well received and a small audience.

The next meeting is scheduled for November 10, 2022. Commission will try to have the December meeting be in person (TBD). Meeting adjourned at 2:23 pm.