North Dakota One-Call
Board of Directors Meeting

Meeting Date: May 11, 2023

The meeting was called to order by Don Frye at 10:00 AM at Capitol Electric Co-Op Board Room, 7401 Yukon Drive, Bismarck, ND.

Board Members Present:
Don Frye – Cities under 5000
Carey Burke – Excavators
Brooks Goodall – Telecommunications
Cole Johnson – Electric
Brenda Derrig – Cities over 5000
Ann Broussard – Rural Water
Don Johnson – Oil/Gathering
Mike Schoepp – Gas/Pipelines

Board Members Present Via phone: Derek Weigel – Cable Television
Board Members Absent: None

Others Present:
Ryan Schmaltz - One Call Concepts/ND One Call Board Representative, Connie Schmidt - One Call Concepts, Kim Boyd - One Call Concepts, Frank Planton - One Call Concepts, Konrad Crockford - NDPSC
Others Present Via Phone: None

Roll Call:
Introductions were made, board members and others present are listed above.

Agenda:
The agenda for the meeting of the North Dakota One Call Board of Directors was presented and approved. Ann Broussard moved to approve the agenda. Don Johnson seconded the motion. There being no further discussion the motion was called. Ayes all, motion approved.

Minutes:
Approval of previous meeting minutes:
Minutes of the February 9, 2023, meeting were presented to the Board of Directors for review and comment. Brenda Derrig moved to approve the minutes as presented. Mike Schoepp seconded the motion. There being no further discussion the motion was called. Ayes all, motion approved.

Financial report:
The financial summary for January through March 2023 was submitted as follows:

Total Income	$22,003.59
Total Expenses	$74,059.51
Net Income	$ - 52,055.92
Total Checking/Savings	$98,535.64

Cole Johnson moved to accept the financial report. Ann Broussard seconded the motion. Transferred money from savings which is not unusual for this time of the year. Only large bill that has not been paid is for the state fair. There being no further discussion the motion was called. Ayes all, motion was approved.

Approval of Bills:
Ryan Schmaltz presented the expenses for payment for the period of January through April 2023. Carey Burke moved to approve payment of expenses as presented. Motion was seconded by Brooks Goodall. There being no further discussion the motion was called. Ayes all, motion was approved.

PSC – Report:

Enforcement Cases Update: Currently four enforcement cases in progress – three from 2022 and one from 2023.

Notable Events: The CY2022 PHMSA Audit is in progress. FY2023 PHMSA Grant Fund totaled $7,750. Completed Safe Digging Month campaign. Waiting for report from Agency MABU on effectiveness of advertising – looking to move away from billboards toward digital ads. FY2024 PHMSA grant application submitted. HB 1064 adding the term "dredging" to the definition of excavation passed both the House and Senate and becomes law effective August 1st.

Staff Comments: PSC will be getting new/additional materials for 811 Day at the Fair.

Center Operations Report:

Dashboard Report: Connie reported inbound tickets down about 100 through April 2023. Outbound tickets are up about 1,000.

Average Call Time: Average call duration is up due to new staff.

Abandoned Calls: Up compared to 2022 possibly because we added the disclaimer, "calls are being recorded" to automated message.

ITIC: Usage is down a little bit compared to the first couple months of the year probably because more homeowners, who are not used to using the system, are calling in.

Positive Response: Compliance is up to 96%.

Call Center activity was as follows:

January to April 2023		**2022**	**2023**	**% Increase**
Incoming Tickets		20,029	19,910	-.0059%
Outgoing Tickets		102,468	103,387	+.0080%

The incoming tickets represented above for **2023** were split as follows:

Operators Calls	9.86%
Excavator Calls	87.71%
Homeowner Calls	3.43%

Types of locate requests were as follows for **2023**:

January to April 2023	**% Total**
Routine	80.9%
Modify	4.0%
Respot	4.0%
Emergency	5.1%
Meets	.3%
Survey	5.7%

Advertising Report:

The NDOC YTD advertising expenditures as of April 2023 are as follows:

Budget Items	Total to Date	2023 Budget
Promotional Items	$20,142.94	$50,000.00
Trade Shows/Sponsorships	$54,897.25	$60,600.00
Magazine & Other Print	$1,248.00	$4,000.00
TV/Radio/Digital Advertising	$42,456.09	$95,400.00
NDOC Truck	$478.74	$10,000.00
Total of Items to Date	$119,223.02	$220,000.00

Ryan presented advertising expenses YTD compared to the budget. Ad click rates are trending above target. There were no further questions on advertising expenditures.

Ryan Schmaltz Report:

2023 Excavator Banquets: Completed for the year. Overall attendance down a little but in general the meetings went well. Breakfasts might be attended better than suppers, especially later in the spring.
Baseball Partnerships: 811 Day at Dickinson Big Sticks is June 9th, at Minot Hot Tots is August 11th, and at Bismarck Larks is August 12th. Discussed moving August meeting date. Cole Johnson moved to change the August meeting date to the 11th in Bismarck at 10am. Motion was seconded by Ann Broussard. There being no further discussion the motion was called. Ayes all, motion was approved.

Brenda Derrig informed the Board that August would be her last meeting. There will be a Board supper the evening of the 10th.

Other: NDSU has reached out regarding an advertising package for football and basketball games. Price to sponsor a football game is $15,000 and comes with 50 tickets. It's $2,000 to sponsor a tailgate space. Ryan reported there is not room in this year's budget for this – unless we really want to do it. Proposal tabled for now. Will consider for next year's budget.

NXT/Enhancements: Nothing to report.

Old Business:

IRS 7-Year Limit: Per Ryan, done.
Legislative Issues: Discussed current enforcement clause in Century Code that states the Board will aid the state's attorneys in enforcement and prosecution of the one call law. This is incorrect. Konrad Crockford will discuss with PSC legal counsel how to address and report at August meeting. Carey Burke reported the One Call "Coalition," made up of representatives from all utility owners/operators, cities, and excavators, met in February to discuss potential law changes and will continue to meet over the next year in preparation for the 2025 legislative session.
CGA National Conference: Don Frye and Brenda Derrig attended and submitted written summaries.
OCC User Group Conference: The meeting will be held September 26-28, 2023, in Albuquerque, NM. Don Frye encouraged Board members to attend. Frank Plankton reported the website is up with more information.
Call to Order App: The company approved a trial run if participating parties sign NDAs. Ryan will send the NDA to Don Frye for review and will try to set the trial run up for August or November. Everyone must bring their own device.

New Business:

Bylaws Review Committee: Carey Burke, Don Frye and Ann Broussard met to review the bylaws. Amendments will be emailed to Board members for review and presented at the August meeting for approval.
811 Day at the Fair: July 28th. So far, we have 22 sponsors.
Handbook Changes: Ryan is looking for an easy-share option so Board members can review without submitting the same comment multiple times.
Other: Ann Broussard related an emergency incident in which water had to be shut off to several customers. A locate request was made so they could begin working on the break. One 3rd party locator was not able to get

to the site for several hours. Ann asked if there were any options for getting the locate done quicker than that in an emergency situation. Don reported that in an emergency, once a locate request is made, you can proceed with caution with the fix – you do not have to wait for the locate.

Action Items:

May 11, 2023

- Baseball Partnership Updates
- Bylaws Committee Update- Don, Carey and Ann
- 811 Day Update
- Handbook Changes
- PSC Update on Enforcement Clause
- NDSU Advertising

NDOC Annual Meeting

Call to Order: All members present

Out Going Members: Brooks Goodall has agreed to serve another term. August will be Brenda Derrig's last meeting.

Board Officer Elections: Ann Broussard reported the committee has spoken to Mike Schoepp and he is willing to stay in the position of Treasurer. Carey Burke has agreed to stay in the position of Secretary. Chair Don Frye and Vice Chair Brooks Goodall will also stay in their current positions. **Motion was made by Ann Broussard to accept the nominating committee's report. Brenda Derrig seconded the motion. There being no further discussion the motion was called. Ayes all, motion was approved.**

Annual Audit Report: Board has only received a draft copy of the audit so is is unable to be approved at this time. Will review at August regular meeting.

Date: August 11, 2023 Date: August 11, 2023

Upcoming Meetings:

Date	Time	Type	Location
August 11, 2023	10:00	Regular	Capital Electric Co-Op Board Room
November 09, 2023	10:00	Regular	Capital Electric Co-Op Board Room
February 08, 2024	10:00	Regular	Capital Electric Co-Op Board Room
May 09, 2024	10:00	Regular	Capital Electric Co-Op Board Room

There being no further business to come before the board Ann Oberg made a motion to adjourn the Annual Meeting and the Regular Meeting. Cole Johnson seconded. The meeting was adjourned.

Submitted by:
Carey Burke, Secretary

Signature: Carey Burke

Don Frye, Chairman

Signature: Don Frye