

**Operating Committee Meeting Notes**  
**Oklahoma One-Call System, Inc.**  
**July 20, 2023**

The scheduled meeting of the OKIE811 Operating Committee was held at 8:30am. The meeting was hosted at OKIE811 6908 N. Robinson Ave. and virtually via Microsoft Teams.

**Operating Committee Members Attending:**

Alex Holland, ONEOK	<input checked="" type="checkbox"/>	Garrett Bernethy, OG&E (Chair)	<input checked="" type="checkbox"/>
Austin Crossno, AT&T	<input checked="" type="checkbox"/>	Jason Beguin, Magellan LP	<input checked="" type="checkbox"/>
Bobby Peters, Pioneer Telephone	<input checked="" type="checkbox"/>	Kent Jackson, B&H Construction	<input checked="" type="checkbox"/>
Brandon Renfro, GridHawk	<input checked="" type="checkbox"/>	Richie Anderson, ONG	<input checked="" type="checkbox"/>
Chris Garrison, City of OKC	<input checked="" type="checkbox"/>	Ronnie Sanchez, Cox Communications	<input checked="" type="checkbox"/>
Chris Young, Phillips 66	<input type="checkbox"/>	Russell Reeves, USIC	<input type="checkbox"/>
Clint Mobley, Oklahoma Electric Co-op	<input type="checkbox"/>	Ryan Egan, Lumen Technologies	<input checked="" type="checkbox"/>
Cody Fees, Energy Transfer	<input type="checkbox"/>	Tim Teel, Summit Utilities	<input checked="" type="checkbox"/>
Craig Parker, AOGC – Silver Star Const.	<input type="checkbox"/>		<input type="checkbox"/>
	<input type="checkbox"/>		<input type="checkbox"/>

**Others in Attendance:**

Shane Palmer, USIC	Richard Forney, PSO
Josh Powers, Universal Surveying & Mapping	
Tux Jackson, Plains Pipeline	

**OKIE811 Employees in Attendance:**

Susan Bohl, Executive Director	<a href="mailto:sbohl@okie811.org">sbohl@okie811.org</a>
Jerrell Welch, Director of Operations	<a href="mailto:jwelch@okie811.org">jwelch@okie811.org</a>
Angie Niemeyer, Director of Business & Education Services	<a href="mailto:aniemeyer@okie811.org">aniemeyer@okie811.org</a>
Eva Donahue, Member Services Liaison	<a href="mailto:edonahue@okie811.org">edonahue@okie811.org</a>
Troy Daniels, IT & GIS Manager	<a href="mailto:tdaniels@okie811.org">tdaniels@okie811.org</a>
Renelle Freeman, Contact Center Services Manager	<a href="mailto:rfreeman@okie811.org">rfreeman@okie811.org</a>
Hailey Manning, Quality Assurance & Training Manager	<a href="mailto:hmanning@okie811.org">hmanning@okie811.org</a>
M.G. Govia, Education & Outreach Liaison	<a href="mailto:mgovia@okie811.org">mgovia@okie811.org</a>

**Meeting Call to Order**

Unless otherwise noted in these minutes, the content was discussed and agreed as recorded in the briefing. At 8:30am, the regular Operating Committee meeting was called to order by the committee chair.

**Approval of Minutes**

The meeting minutes from the April 27, 2023 meeting were reviewed and approved.

**Minutes:** Motion to approve: CHRIS GARRISON ; Seconded By: BOBBY PETERS The motion was carried with all in favor.

## Agenda

- Welcome & Introductions
- Motion to Approve Previous Meeting Minutes
- Motion to Approve Today's Agenda
- Old Business
- New Business
- Executive Director's Report
- Adjourn

**Approval of Agenda:** Motion to approve: CHRIS GARRISON ; Seconded By: RYAN EGAN The motion was carried with all in favor.

## Old Business

- **Design/Survey Ticket**
  - Law goes into effect Nov. 1, 2023.
  - OKIE811 currently asks for a design contact and this can be updated on the facility operator portal as well.
  - Ticket Customizations currently proposed: Ask submitters if maps or marks are preferred, If Maps, what file types?; Ask when project is slated for excavation; New PR code for Maps provided
  - Ticket Customizations Proposed by committee: Disclaimer stating to facility owners that map must be sent to excavator outside of OKIE811 ticket system.
- **Work Type Consolidation**
  - ARI developing consolidated list.
  - OKIE811 to send out current work type list to OPC member volunteers: Ryan Egan, Brandon Renfro & Bobby Peters to review and provide other work type options/edits.
- **Pre-Excavation Meeting Ticket/Large Complex Project Ticket**
  - Potential 2024 legislation for both types of tickets. The committee discussed various requirements surrounding the Pre-Excavation Meeting ticket and the Large Complex Project Ticket.
    - Need clear definition of the requirements of each ticket type with possible min. scope of job requirements, high consequence areas, and/or length/timeframe of job. Process for both would be a blend of law and internal procedures.
    - Potential meeting ticket allow Yes or No response by facility owner
    - Potential 14 calendar day meeting notice timeframe
    - Potential meeting date/time options on the Meeting ticket set by excavator due to the possibility of multiple facilities responding or ability to reschedule outside of process.
    - Meeting ticket: Status of project? In Design phase or leading up to excavation.
    - PR Codes applying to the ticket types.
    - Potential for Large/Complex Project ticket to act as the meeting ticket, then excavation tickets submitted as Normal tickets with scope of work limitations.

- **Positive Response Report through 6/30/2023**
  - Reviewed overall Positive Response Compliant Report.
  - Not compliant letters sent to 100% of facility owners with 30+ tickets.
  - OKIE811 to look at some queries to adjust for some buffer to what's considered on time Positive Responses; potentially 6 hour buffer.

## **New Business**

- **Survey/Engineer Seat**

**MOTION:** Appoint Josh Powers of Universal Surveying & Mapping to Operating Committee  
Motion to approve: TIM TEEL; Seconded By: BOBBY PETERS.  
Opposed: None Abstained: None  
The motion carried with all in favor.
- **Mobile Optimized Portal**
  - Under Construction - Replaces OKIE811 App for more optimized mobile experience.
  - Jerrell reviewed/screen shared the mobile experience with the committee.
- **OKIE811 Record Retention**
  - Proposed Legislative Language for 2024: 63-142.10. Statewide notification center. D. A suitable record shall be maintained by the notification center *for not less than four years, to record document* the receipt of the notices from excavators and positive responses from operators as required by this act. *The notification center may not destroy records that relate to any matter that is involved in litigation when the notification center is placed on notice.*
- **Caller Contact**
  - Set Caller Phone to match Caller ID. Use Callback field to obtain the caller's phone if different than caller ID. Will continue to collect Excavator/Company Contact Info and Field Contact info. More potential agent assist in the next gen phone system.
- **Unclaimed/Unlocatable Lines**
  - Committee discussion about their own current processes on what happens when no one claims or locates a line. What is considered sufficient due diligence? Discussion was that excavators/facility owners take every possible action to prevent damage.
  - OKIE811 will discuss with DPCC to potentially add something about unlocatable/unclaimed lines in 2024 legislation.
  - CGA Best Practices: 5.9 Facility Owner/Operator Failure to Respond – Practice Statement: If the facility owner/operator fails to respond to the excavator's timely request for a locate (e.g., within the time specified by state/provincial requirements) or if the facility owner/operator notifies the excavator that the underground facility cannot be marked within the time frame and a mutually agreeable date for marking cannot be arrived at, then the excavator re-notifies the 811 center, if required by local law. Once positive response is received from all operators, or if the appropriate waiting period as defined by state/provincial law has lapsed, the excavator may proceed with excavation, provided the excavator exercises reasonable care in all endeavors.

## **Executive Director's Report – Susan Bohl**

- **Q2 KPIs**
  - Reviewed 2023 Key Performance Indicators (KPI) for 2<sup>nd</sup> Quarter & sustainable improvements/major accomplishments for Q2.
- **811 Day Plans**
  - Thursday August 10: OKC Pipeliners Club & OKIE811 Beer Release @ Social Capital – Rooftop 517 S Hudson Ave 5:30pm – 8:00pm. Registration Required. Friday August 11: OKIE811 Beer Release @ Cross Timbers Brewing 1900 Linwood Blvd, OKC 5:30pm – 8pm
- **OK State Fair**
  - Volunteers needed for OK State Fair booth Sept 14-24, 2023 – registration is open

Additional Updates & Reports of Interests were provided to the Operating Committee Members via email.

**Adjourned:** 10:53AM– Motion to Adjourn: CHRIS GARRISON ; Seconded By: BRANDON RENFRO. The motion carried with all in favor.

*Minutes submitted by: Renelle Freeman*