Date: June 11, 2020  
Location: Remote webinar  

Present:

<table>
<thead>
<tr>
<th>✔ Chris Kampmann</th>
<th>✔ Jim Moody</th>
<th>Mark Williams</th>
<th>Ted Jensen</th>
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<tbody>
<tr>
<td>Eric Kirkpatrick</td>
<td>Julie Mileham</td>
<td>✔* Mark Jurgemeyer</td>
<td>✔ Ray Swedfeger</td>
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<tr>
<td>✔ Jeannette Jones</td>
<td>✔ Kat Duitsman</td>
<td>Mark Frasier</td>
<td>✔ Tom Sturmer</td>
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<tr>
<td>✔ Rob Ellis</td>
<td>✔* Lori Warner</td>
<td>Patrick Fitzgerald</td>
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</tr>
</tbody>
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* Indicates arrival after roll call

Note: The meeting was recorded and started at 10:00 am. 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 14, 2020, meeting: motion carried and discussion was entered. There was no discussion; a vote was taken to approve the minutes. It was approved by a unanimous vote.

BEST PRACTICES

Damage Prevention Fund
- Members discussed criteria for developing a grant/disbursement of funds
- OPS updated the group on the status of gaining approval for funds being disbursed (through the legislation)
- Stakeholders were invited to join the conversation:
  - ACEC suggested reaching out to other state agencies that have gone through Grant Funding previously for ideas. Question: would the Commission consider funding existing trainings being disseminated (fund additional classes) or only the development of new material/languages? Training entities are looking at ways to modify trainings to accommodate distance learning (mostly due to the pandemic). ACEC has a course that focuses on SUE and is looking to be considered as an approved training provider. Would consider translation if there’s a need. Currently, the majority of the class is consistent, however as an instructor-led course it changes based on audience needs.
  - The statute (language) was reviewed.
  - OPS reminded the group that the PHMSA grant application has an aspect of spanish translation; not yet approved.

Training Course Approval
- Members continued their discussion on Course Approval, including reviewing the Google Form training entities would use.
● Members provided feedback on the Google Form, including adding questions:
  ○ Anticipated cost?
  ○ Option to keep internal lists (& willingness to confirm attendance as needed)? Requirement of an approved course is that they have an attendance list.
  ○ Does the training have a test component (both generally) and specific to online courses.
  ○ Does your course have a feedback method for attendees? And willing to share with SC?
● Language for a process flow chart developed to process trainings submitted, as well as method to feedback/clarify with applicants. Will be made into a visual.

OTHER BUSINESS:
● Members discussed a meeting summary to provide at the full Safety Commission meeting (June 11, 2020, from 12-4 pm)
● Members discussed topics for the next Best Practices meeting

The next meeting is scheduled for: July 9, 2020.

Meeting adjourned at 11:26 am.