



Date: July 9, 2020

Location: Remote webinar

Present:

	Chris Kampmann	✓	Jim Moody	✓	Mark Williams		Ted Jensen
	Eric Kirkpatrick	✓	Patricia McKinney-Clark	✓	Mark Jurgemeyer	✓*	Ray Swedfeger
	Jeannette Jones	✓	Kat Duitsman		Mark Frasier		Tom Sturmer
	Rob Ellis		Lori Warner		Patrick Fitzgerald		

* Indicates arrival after roll call

Note: The meeting was recorded and started at 10:02 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 June 11, 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

Training Course Approval

- Commission members reviewed the draft Training Course Approval Form, including updates from last meeting. Members provided feedback to add a section at the end “If you have other information, comments or feedback about your course and/or this submission form please provide that here.”
- Members reviewed the Training Course Approval Flow Chart and discussed the steps. Minor feedback provided & changes made in the meeting.
- Plan to present documents to the larger Safety Commission.
- General discussion about training course approval, included a note about the ongoing confusion about Engineering vs regular dig tickets. This area may need additional training content: differentiating ticket types and their requirements. Clarification occurred with CO 811 staff that, at this point, ticket attachment is now possible. Members discussed the potential need for training (as a remedial action) to help educate Utility Owners on Engineering Ticket requirements.
- Discussed how the website might look as it relates to the Training Course Approval Form’s link and asking the industry to submit trainings for anything related to the Statue as well as ‘these specific areas.’
- Discussed what feedback (if any) is being collected about remedial action that includes training. CO 811 staff advised that a SurveyMonkey survey is done at the end of every course. Willing to provide high level results. Potential to see some of that data at the August Best Practice meeting from CO 811.

Damage Prevention Fund

- OPS staff noted the draft/sample documents received from the Procurement office, and shared a summary of the requirements for spending funds.
- OPS is awaiting follow up to get final details regarding the spending process through the department.
- Members discussed the process for using funds, including the Draft Application Form; this works to both respond to an RFA as well as submitting a new project idea. The content of their response would be sent via email (or separate means).
- OPS is awaiting official response from legislation on the Commission's spending authority. Once that has been granted, this form could be posted online.
- Next steps are in a holding pattern as the Commission awaits spending authority.

OTHER BUSINESS:

- Members discussed a meeting summary to provide at the full Safety Commission meeting (July 9, 2020, from 12-4 pm)
- Members discussed potential topics for the next Best Practices meeting

The next meeting is scheduled for: August 13, 2020.

Meeting adjourned at 11:24 am.