



Date: September 10, 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 12:02 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.

MINUTES APPROVAL:

A Motion was made to approve the minutes from the August 13, 2020 and the August 25, 2020 meetings: motion carried and discussion was entered. There was no further discussion, a vote was taken to approve the minutes. It was approved.

PAST BUSINESS

- Status of COVID-19 Impacts:
 - None at this time.

CURRENT BUSINESS

CO 811 UPDATE:

Jose, Carla, Whitney & Marty Mead presented:

- Operations update: 220 Center stats shared. Volume is still high and should see a slow down in the next 6 weeks. Damages reported might appear to trend upwards, however it falls in line with previous years. Total ticket volume higher than projected. ~4,500 more excavator renotifications than 2019. Most tickets are produced online. First virtual hiring occurred; virtual onboarding increased onboarding/training timeline from 1.5 days to 3 days.
- Member relations: automatic positive response re-notifications - about 22% of total transmission are these renotifications. 5% of member codes are not posting positive responses. Tier 2 Member conversions: ~322 still awaiting conversion. Many are in process(28%), 3% scheduled to convert. ~200 no communication still. Holding monthly Tier 2 conversion meetings. 10% of transmissions are Tier 2 members still.

- Public Awareness & Outreach (including Damage Prevention): Virtual Annual meeting is 9/15; details on website. Annual stakeholder survey sent out 9/2/20; results will be shared at the Annual meeting. Since COVID, the damage prevention team has been working on a data driven initiative to understand by county 'what is occurring.' Specifically, in counties with less excavation activity, and how CO 811 can help in outreach and education. This will expand the county report cards from previous years. Mock line strike (with COVID) cannot occur live; commercial grade video being produced. Mid-November release date anticipated.

The Commission asked (in regards to Member relations): of the Tier 2 companies that have not converted, is CO 811 working with them? CO 811 staff denoted that yes, work is happening and the challenge right now is having internal systems to manage tickets. The Commission also asked about automatic renotifications: is there a way to capture how many are 2nd or 3rd or more (% wise on the same transmissions). CO 811 is working on a report. Right now pulling total transmissions per month, not based on companies or member codes. Working on a report that looks at per ticket. SC also requested a % of what tickets are completed on time vs require renotifications. CO 811 will look into it because there's a difference of transmissions vs tickets.

The Commission asked: when the Commission asks for ticket data from CO 811, it is based on the ticket # provided and any revisions associated with it. All tickets for an address or area are not provided (unless it was asked for). When people call in damage: they are asked for a ticket #. If not available they use an address.

PHMSA SDP Grant

- Awarded to the Commission (through the OPS log in with PHMSA) to translate material into Spanish
- Grant goes from September 2020-September 2021
- Once a company is established to be a vendor, up to 50% of the funds can be awarded in the first half of the fiscal cycle.
- OPS staff have been working with procurement, to determine if sole-sourcing route is possible since the task is so specific, or if the competitive process must be used.
- Commission discussed with CO 811 what translating their educational material would look like and what vendors might be able to do this.
- With CO 811 owning the english language version, OPS will work to ensure that license is kept with CO 811.

COMPLAINT HEARINGS:

- The Review Committee's Findings of Fact forms from the September 3, 2020 hearing was reviewed with the Safety Commission.
 - Complaint # 2020-086: Since the complaint was dismissed, the Review Committee shared a summary of the hearing and no action was required by the Safety Commission since no remedial action was noted.
 - Complaint # 2020-085: Since the complaint was dismissed, the Review Committee shared a summary of the hearing and no action was required by the Safety Commission since no remedial action was noted.
 - The Commission had a tangential discussion about the data provided in the hearing by the complainant and what the Commission had from CO 811. The Commission discussed potentially developing educational material on how to present a case and the types of evidence required.
- Upcoming hearings: Selected Review Committee members for September and hearings.
 - Staff asked how to proceed with a list of Commissions at hearings. Staff will direct them to the website to see a complete Commission roster.
- Updates to Forms: Reviewed email language, Notification language and Data Request language for changes and approval.

BEST PRACTICES:

- Reviewed the small group meeting and what is planned for the next meeting.

- Asked Commission members to reach out to organizations that provide training to submit their courses for consideration.
- SMEs, including USIC, attended the discussion of a Marking Best Practice as well as Large Projects Best Practice.
- Complaint process education (powerpoint etc) can be worked on in future meetings per the Commission's request.

ADMINISTRATIVE ITEMS/OPS UPDATE:

- Data Tool is within 30 days of going live!
- PHMSA Annual Enforcement review, October 27, is scheduled.
- Have a draft email for Home Rule's that develop their own program; still to be reviewed by the Commission and approved.
- Nominations for new and returning Commissioners is occurring.
- Damage Prevention Fund: to get spending authority the Commission can either present legislation (would give authority by July 2021) or work through OPS for a decision item (would give authority by July 2022).

Commission discussed the options for spending authority. Based on discussion, OPS will pursue the decision item option. Staff explained that the decision item would be to "spend the funds available" & this would occur each year. Decisions to spend on items other than education would not be pursued unless the SC pursues the legislative route. It was discussed, by the Commissioners, that others may open the Statue - in which case option 1 might be able to be pursued.

OTHER BUSINESS:

- Discussed future Agenda items, including looking at Working Copy of Regulations.

The next meeting is scheduled for October 8, 2020.

Meeting adjourned at 3:48 pm.