



**Date:** January 14, 2021

**Location:** Remote Webinar

**Present:**

	Chris Kampmann	✓	Jim Moody		Mark Williams	✓	Ted Jensen
✓	Eric Kirkpatrick	✓	Patricia McKinney-Clark	✓	Dale Kishbaugh	✓	Ray Swedfeger
✓	Jeannette Jones	✓	Dana Bijold	✓	Mark Frasier	✓	Tom Sturmer
✓	Rob Ellis	✓	Lori Warner	✓	Patrick Fitzgerald		

\* Indicates arrival after roll call . - indicates technical difficulties during roll call

**Note:** The meeting was recorded and started at 12:00 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](mailto:cdle_safetycommission@state.co.us).

**MINUTES APPROVAL:**

**A Motion was made to approve the minutes from the December 10, 2020 meeting:** motion carried and discussion was entered. There was no further discussion, a vote was taken to approve the minutes. It was approved.

**CURRENT BUSINESS**

**CO 811 UPDATE:**

Jose, Carla, Whitney, & Marty presented:

- Operations update: Ended 2020 with 8% total over forecast for ticket total. Annual Damage report will be on their website shortly. Did have a higher number of after hour calls than expected (mostly Saturdays); plan to adjust staffing if needed. Web ticket entry was used the most for locate requests. 2:43 average hold time YTD for 2020 (compared to 2019 it was over 7 minutes). The ticket was on 12/16/20! Procedures/Process change: iDig811: excavators will be redirected to Ticket Express system if address not found on iDig. COVID-19: continue to be remote through Spring 2021

\*Annual review request from CO 811 to review the MOU between the SC & CO 811 (with OPS support).\*

- Member relations: A total of 151 Tier 2 members were automatically converted on 1/1/21. 3 Tier 2 members were terminated on 12/31/20 due to no response (2 in Weld County - private water line & private irrigation line & 1 in Delta County - private water line). For 2020, 9% of transmissions were for Tier 2 members. For 2020, 26% of member codes responded on time. 5% had no response at all.
- Public Awareness & Outreach: Hiring a digital marketing specialist in February. Working with 4iQ on LMS PHMSA grant project (will update monthly).

- Damage Prevention: Mock line video completed (on CO 811 YouTube page); virtual Paradigm trainings coming in 2021. CO Springs new city ordinance virtual meeting dates listed on website, other events also listed on website.

#### COMPLAINT HEARINGS:

- Review Committee members were selected for the February hearing.
- Other:
  - 2019-036: follow up resulted in a letter clarifying SC responsibilities and also that information benign posted on the website.
  - 2020-005: proof of training submitted; this complaint is now closed.

#### BEST PRACTICES:

- At present, no new training courses have been submitted for approval.
- Locating & Marking Best Practice draft work continuing; hope to complete soon.

#### ADMINISTRATIVE ITEMS/OPS UPDATE:

- Touched base with Commission on using Google Drive instead of DropBox - some Commissioners are having some issues downloading certain documents. Will continue to work on the issues & may schedule time with staff if additional support is needed.
- Calendar item: The November meeting is currently on Veteran's Day; will move to the day (Wednesday) prior.
- PHMSA grant update: in addition to the work CO 811 is doing, the first ½ of the funds have been received and a PO has been sent to CO 811 to allow them to work with the vendor to develop a contract. Around 4/15 is when midterm reports are due and after that is when the 2nd ½ of the funds could be requested. The monthly reports forthcoming from CO 811 will help develop a midterm report.
- Colorado Springs: staff has not been formally notified, although we are aware that there is an ordinance. Asked the Commission how to proceed on their behalf - staff were given permission to reach out to be able to provide an update for the next SC meeting.

#### OTHER BUSINESS:

- End of Year Report: shared updates to the Statistics Tool as well as the final PDF report. Commissioners suggested items for potential additions to the statistics for future versions of the tool (breakdown of statistics between complaints that go to a hearing and those that don't; tracking the # of complaints &/or )
- Elected positions for the Commission:
  - **A Motion was made to retain Eric Kirkpatrick as the Chair of the Commission:** motion carried and discussion was entered. Point of clarification question on term, it was discussed that this motion is for a 1 year appointment unless the issue was reopened at a future meeting. A vote was taken. It was approved. Eric abstained.
  - **A Motion was made to retain Chris Kampmann as the Vice-Chair of the Commission:** motion carried and discussion was entered. Others are encouraged to self-select as a potential candidate if there is interest; suggest having the election be an agenda item in December moving forward to allow members to think about their interest for future positions. A vote was taken. It was approved.
  - **A Motion was made to retain Jim Moody as the Review Committee Coordinator for the Commission:** motion carried and discussion was entered. There was no additional discussion; a vote was taken. It was approved. Jim abstained.
- Annual Commission member training

#### EXECUTIVE SESSION

Item: Legal counsel on matters related to training. The committee motioned for executive session; the motion carried and executive session was entered.

The next meeting is scheduled for February 11, 2021.

Meeting adjourned at 2:48 pm.