Date: November 10, 2021

Location: Remote via Google Meet and 633 17th St., Denver, CO, 80202

Present:

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<tr>
<th>✔️</th>
<th>Chris Kampmann</th>
<th>✔</th>
<th>Jim Moody</th>
<th>✔</th>
<th>Patricia McKinney-Clark</th>
<th>✔</th>
<th>Ted Jensen</th>
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<td></td>
<td>Dale Kishbaugh</td>
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<td>Lori Warner</td>
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<td>Patrick Fitzgerald</td>
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<td>✔️</td>
<td>Dana Bijold</td>
<td>✔</td>
<td>Mark Frasier</td>
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<td>Ray Swedfeger</td>
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<td>Jeannette Jones</td>
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<td>Mark Williams</td>
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<td>Rob Ellis</td>
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* 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.

MINUTES APPROVAL:
A Motion was made to approve the minutes from the October 14, 2021, meeting: motion carried. There was no further discussion; a vote was taken to approve the minutes. It was unanimously approved.

CO811 UPDATE:
Whitney Nichols, Melissa Craven, Carla Sanchez presented:

- CEO Update: Facility closed through 2021; looking to reopen facility around March 2022. Otherwise operational.
- Operations Update: 6.7% higher than forecast. Damage trajectory on par. 2021 Center statistics shared.
- Member Relations Update: Automatic Positive Response Renotification (APRR): 2021 statistics improved from 2020. Additional statistics were shared. 6 new members in October (2 Municipalities, 2 Ditch, 1 Oil and Gas, 1 Communications) 0 Terminations in October.
  - Positive Response codes and associated descriptions: still with the Procedures Committee. CO 811 does not “close” tickets and multiple response codes can be used by owner/operators. CO 811 does not take any action based on response codes, simply communicates status.
  - Excavation start and duration: expected release in 2022
  - Member facility excavation notification: increasing character limits forthcoming
  - New ticket type: Utility not found under marks - expected release in 2022
- Marketing and Communications Update: Spanish Excavator LMS project is complete and with the printers; digital version is being added to the resources page on CO 811 website - available to share with Commission and stakeholders as a resource. Also reminder of monthly SC survey (attached to Prezi)
- Damage Prevention: New liaison for the NE region of Colorado - Jay Petrilli.
Information and Technology: same information as October; no updates at this time

Discussion/Questions: Challenge noted in hiring and being fully staffed; goal is March 2022. Open positions are noted on the website.

COMPLAINT HEARINGS:
- Selection of Review Committee members for December 2 hearing.
- Other items/discussion:
  - Noted 2 more complaints forwarded to Colorado Springs
  - Brief anecdotal conversation about the state of the industry: some frustrations/issues still exist however filing a complaint is a last resort and is a time consuming process. Therefore a lack of complaints may not accurately reflect the resolution of issues. Some discussion on the benefits of continuing outreach - on who/what the Commission does and its relationship with CO 811. Perhaps attending regional damage prevention. Perhaps a Commission 101 training? OPS staff did develop a template.

BEST PRACTICES:
- Updates from Best Practice Meeting:
  - ACEC SUE training course under evaluation. 6 modules. Approximately 4 hours total. Want to ask ACEC if they will track users if assigned the training as part of remedial action (Dana to follow up).
  - Marking Best Practice available for full Commission to review - draft will be shared in post meeting email to Commissioners. Plan to consider a motion in the December meeting
  - Looking for a Chair for Large Projects Best Practice as the next task.
  - No meeting until February 2022

OPS STAFF UPDATE:
- Commission 101 draft presentation: this is general information. Feedback provided by Commissioners to modify some portions.
- PHMSA annual program review occurred on November 2, 2021. Indicated CO would be adequate (official letter forthcoming). Only concerns are related to 2022 - new road grading language will make CO ineligible for PHMSA grants combined $160,000); it is the term “county employees” being exempted that is the issue. Adequacy rating and grant eligibility are separate items.
  - Question: have sponsors of the bill been advised of this impact? Some state agencies (eg OPS & PUC) were notified. CCI might be able to work with language from NE - consider talking to them first. OPS staff will ask PHMSA about the 2022 timing (application due in March and new language implemented in June) - and whether it is worth applying.
- 2nd stakeholder meeting on November 15, 2021 from 10am-12pm. Focus on action steps generated at the first meeting (October 18, 2021) & determine who to collaborate with to implement them; also take new ideas.
- Commission membership: for the 6 seats looking for nominees - all have at least 1 applicant; several have 3. Letter has been sent from OPS to Boards & Commissions. Awards have been ordered for those leaving the Commission.
- Hybrid meetings update: new information forthcoming regarding Boards and Commissions meetings - virtual for the foreseeable future. This impacts hearings as well.
- Complaint Statistics: shared dashboard; noted that the annual Year in Review report is where statistics between years are shared.

Annual Report Discussion:
- OPS staff shared a sample email that was sent to Owner/Operators
Two facility owners emailed feedback - one thanking the Commission for the information, the other asking for more information. Chris Kampmann and Mark Williams will answer their questions and share the learnings with the Commission.

Open rate was high for both groups

**PHMSA State Damage Prevention Grant Ideas:**

- OPS will prepare a complete list and ask PHMSA whether this is worth pursuing

**OTHER BUSINESS:**

- Items for next month's agenda were discussed.

The next meeting is scheduled for December 9, 2021.

Meeting adjourned at 1:31 pm.