



Date: December 12, 2019

Location: Colorado Department of Labor and Employment
633 17th Street, Suite 500
Denver, CO 80202

Present: Tom Sturmer, Katherine Duitsman, Randy Wheelock, Raymond Swedfeger, Jim Moody, Julie Mileham, Mike Mills, Jeannette Jones, Patrick Fitzgerald, Mark Jurgemeyer, Lori Warner, Mark Frasier - arrived after roll call

Absent: Jeff Rumer, Chris Kampmann, Eric Kirkpatrick

Note: The meeting was recorded and started at 12:07pm. 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 November 14, 2019, meeting: motion carried and discussion was entered. There was a note to change the next meeting (which incorrectly listed a past date). The change was made; a vote was taken to approve the minutes. It was approved by a unanimous vote.

COMPLAINT HEARINGS:

- The Review Committee's Findings of Fact form from the November 19, 2019 hearing was reviewed with the Safety Commission.
 - Complaint # 2019-061: **A Motion was made to adopt the Review Committee's recommended remedial action as noted in the Findings of Fact form:** Motion carried & discussion was entered. Discussion included the potential recourse of remedial action documentation not being submitted. Also discussed the timeline of events and parties involved in the complaint.

EXECUTIVE SESSION (requested during the discussion of remedial action for complaint # 2019-061)

Item: Discussion with attorney (AG's office) on matters related to the Review Committee hearing and remedial action recommendations. The committee motioned for executive session, motion carried and executive session was entered. After exiting the executive session, the members returned to the discussion of the aforementioned motion.

- A vote was taken. The motion was approved unanimously.
- The Review Committee's Findings of Fact form from the December 3, 2019 hearing was reviewed with the Safety Commission.
 - Complaint # 2019-060: **A Motion was made to adopt the Review Committee's recommended remedial action as noted in the Findings of Fact form:** Motion carried & discussion was entered. Discussion included the definition of frivolous complaint and communication with the Complainant. A vote was taken. It was approved by a unanimous vote.

BEST PRACTICES:

- A summary of the work completed by the Best Practices sub group was provided.
- Majority of time was spent on SUE; lots of stakeholder attendance and discussion.
- Also shared the Road Grading update.
- The plan for the December meeting agenda was discussed: SUE.

ADMINISTRATIVE ITEMS/OPS UPDATE:

- ASCE book in process of being purchased; do have a copy of the airport standard
- Still need to determine 2020 meeting schedule & please respond to Doodle poll (Commission member)
- We are up to date on the collection of fines and remedial action documentation due at this time
- Database: Having to reevaluate tool being used. May need to use something else
- Regulations: Discussed the difference in the language between Notice letters and Regulations text
- SC members nomination status: complete!
- New website will be launched on December 16th with a new look
- Complaint metrics: members discussed the fund and ways to use it. Also asked for additional statistics to be developed

Members discussed the National Excavator Initiative and other educational efforts made to potentially use the fund for.

CO 811 UPDATE:

Jose & Whitney presented:

- CGA Conference upcoming
- Operations update: Center update: hold times have decreased & now share contact center performance metrics online, want to provide consistent services regardless of dig season or not. Developed a flow chart to help stakeholders understand the process. Safety Commission gave positive feedback on the chart and desire other versions (as CO 811 plans to produce). Great tool!
- 2020 Goals and Objectives developed.
- Member Service: Now called "Member Relations" Carla Sanchez promoted to the Director position. Tier 2 conversion status - CO 811 working on a report to present to the Commission for a next steps discussion.
- Marketing & Damage Prevention: SUE video in development; upcoming events listed on the website as are several other resources - check it out.

Members asked if a representative from CO 811 would remain available during other business: CO 811 Data discussion (taking place later in the same meeting). Discussed developing a way to advise CO 811 as to whether training is a part of remedial action.

OTHER BUSINESS:

- COGCC Flowline Rules: apply to pipeline operators. This does not supersede CO 811 data and process. COGCC rulemaking is currently ongoing, not in place yet.
- Next steps - CO 811 Annual Report Data: members looked at various views of the data and discussed what to do with the data. There was discussion about collaborating with CO 811 to send letters to certain operators - specifically regarding how they are performing as compared to peer groups. It was suggested that an update via a newsletter be considered first, along with beta testing the communication, and then communicating to a larger group.
- Year in Review preview: data reviewed by the Commission to note the accomplishments of year 1. Final data will be compiled after the end of the year (2019) and presented at the January 2020 meeting.

Agenda for the next meeting was discussed.

The next meeting is scheduled for January 9, 2020.

Meeting adjourned at 3:14 pm