

DAMAGE PREVENTION BOARD MEETING

May 26, 2022 – 9:00 a.m. (MT)

**Division of Occupational and Professional Licenses
1090 East Watertower Street, Suite 150, Meridian**

***MINUTES OF THE MAY 26, 2022 MEETING**

NOTE: The following report is not a verbatim transcript of the discussions at the meeting; however, is intended to record the significant features of those discussions.

Chairman Jerry Piper called the meeting to order at 9:07 a.m. (MT)

Board Members:

Jerry Piper, Chairman
Bob Chandler, Vice-Chairman
Jeanna Anderson
Julie Maki
Jeff Brooks
Nichole Rush
Scott Spears (absent)
Sean Marsh
Paul Good
Vaugh Rasmussen (absent)
Roy Ellis (absent)

DOPL Staff Members:

Tim Frost, Deputy Administrator
John Nielsen, Executive Officer
Yvonne Dunbar, Legal Counsel
Ron Bassett, Board Services Manager
Bill Hale, Damage Prevention (DP) Program Specialist
Renee Bryant, Board Support Supervisor
Carlotta Zito, Board Support Specialist

Approval of the January 27, 2022 and March 10, 2022 Meeting Minutes

MOTION: Board Member Marsh made a motion to approve the January 27, 2022 Meeting Minutes as written. Board Member Anderson seconded. Motion carried.

The March 10, 2022 minutes were unavailable; therefore, postponed until the July 14, 2022 meeting.

Public Comment

Erin Smith, Probst Electric, as contractors, the issues they see are facility owners not locating the laterals for the water and sewer lines as stated in code. The laterals are not located 90% to 95% of the time and then shift the responsibility back to the homeowner/contractor. Ms. Smith would like to see DOPL send a notification to the facility owners informing them of their responsibility.

Alan Volbrecht, Idaho State Utilities Coordinating Council (UCC) President, stated he attended a board meeting in 2019 requesting support for the local UCCs for education purposes and scheduling events, he would like to see the board/division continue to do so.

Stephen Boorman, Idaho Falls Power submitted a letter to the Board chairman and has not received a response. Chairman Piper will discuss topic with Executive Office Nielsen

Board Business

Executive Agency Legislation Process – Deputy Administrator Frost explained the Executive Agency Legislation Process.

Board Member Maki stated the Board had discussion on changing the length of the ticket from 21 days to 28 days. This discussion was documented on the board record and DOPL has been allowing for enforcement discretion.

Discuss Emergency Locates – When calls are placed for an emergency locate to circumvent the system and there is no emergency, there are no ramifications in place. Responding to non-emergency locates costs more and takes the locators away from their current jobs. The board would like to see action taken to correct the issue.

Discuss Training/Education as it pertains to Idaho UCC – In the past, the Board has agreed to support the seven Utility Coordinating Councils' (UCC) around the state by paying annual dues. Chairman Piper requested Executive Officer Nielsen follow-up on this topic and research training opportunities.

Discuss 811 Poster Campaign –Board Member Maki recommended an educational poster to be created and sent to contractors. DOPL staff will get pricing information for the next meeting.

Division Updates

Damage Prevention Board Stats Report – When asked if this report is helpful and informational, Chairman Piper recommended keeping it as part of the agenda. Vice-Chairman Chandler asked if DOPL could investigate revoking licenses as part of the process for offenses.

Notice of Violation (NOV) Activity Report – Chairman Piper requested, and Executive Officer Nielsen offered to provide past NOV reports for comparison. The Chairman stated the details of the report are not necessary.

Training Report – The training report provided information on upcoming events. Board Member Maki requested the chart be omitted from the report and provide the data in a worksheet with the dates on the side versus training numbers. Chairman Piper requested the topic *Training Plan* be added to the July meeting agenda as an informational item.

Financial Update – The Finance report was presented and included a snapshot of the finances as of March 23, 2022. This board's finances are based on grant funding from the State Damage Prevention Grant, \$100,000 grant through PHMSA, and Public Utility Commission (PUC) Grant in the amount of \$56,000. Board members agreed there needs to be a more detailed report to track where the monies are being used. Moving forward, the Finance team use an index and program cost accounting code to compile a more exact report. Two upcoming costs all DOPL boards will incur are: 1) Move to the Chinden Campus in June/July 2022, and 2) Consolidation of licensing programs into one system.

Adjournment

Chairman Piper adjourned the meeting at 12:23 p.m.

07/10/2022lp