

North Carolina Underground Damage Prevention
Review Board
Meeting Minutes from September 20, 2016

Present: Louis Panzer, Chris McGee, Tom West, Danny Sloan (phone), Joel Johnson, Chris Russ, Jim Nelson,

Absent:

Chris McGee opened the meeting by welcoming everyone and informing the group that the proceedings were being recorded. We proceeded with introductions of the board members.

There was discussion on the recent determination from the NC Office of Administrative Hearings over whether or not we needed rules or guidelines. NC OAH has determined that we do not need rules.

MOTION: A motion was made by Tom West and seconded by Danny Sloan that we change our 'rules' to 'guidelines'. The motion passed unanimously.

The Board also discussed a text change on page 3 regarding bias of a Board Member to align with our ethics statement.

Louis Panzer covered the changes to the spreadsheet regarding the checklist for the Penalty Matrix for each case and the portion of the law that has potentially been violated.

The Board will review the complaints individually prior to the next meeting and be prepared to begin discussions as a group. NC811 will send out certified letters on behalf of the Board and individuals will have 30 days to respond. Responses will be heard by the Board at the following meeting from receipt of the response. Nonresponsive cases will be sent to the Utilities Commission to be docketed.

There was discussion regarding quorum for meetings. Once a quorum is established then the meeting may continue even if someone has to recuse themselves.

Everyone will set up a Dropbox account in order to receive cases for review.

MOTION: A motion was made by Louis Panzer and seconded by Tom West to approve the penalty matrix. Danny Sloan proposed an amendment to allow for other approved training. This was seconded by Tom West. The amended motion passed. (Jim Nelson expressed concerns regarding a more clear direction on the 5 financial portions of the penalty matrix. Louis Panzer suggested that we leave the interpretation open for discussion.)

MOTION: A motion was made by Danny Lassiter and seconded by Joel Johnson to have our next meeting on November 15, 2016. The motion passed unanimously.

MOTION: A motion was made by Louis Panzer and seconded by Chris Russ to cancel the December 20, 2016 meeting. The motion passed unanimously.

MOTION: A motion was made by Greg Puckett and seconded by David Stike to establish the quarterly meeting schedule for 2017 as follows: January 17, April 18, July 18 and October 18. All meeting will begin at 10:00am and will be held at the City of Raleigh's Central Operations Facility. Everyone will pay \$10 to the pot to cover lunch. The motion passed unanimously.

MOTION: A motion to adjourn was made by Joel Johnson and seconded by David Stike. The motion passed unanimously.