

North Carolina Underground Damage Prevention  
Review Board  
Meeting Minutes from June 21, 2016

Present: Louis Panzer, Dean Yancey (phone), David West, David Stike, Danny Lassiter, Greg Puckett, Kevin Bell, Sr., Tom West

Absent: Richard Gould, Christopher McGee, Christopher Russ, Joel Johnson, Danny Sloan

Louis Panzer opened the meeting by welcoming everyone and informing the group that the proceedings were being recorded. We proceeded with introductions of the board members and had roll call.

**MOTION:** A motion was made by Louis Panzer and seconded to approve the minutes from the May 24, 2016 meeting. The motion passed unanimously.

Louis Panzer updated the Board regarding the letter sent to Representative Mike Hager regarding several concerns of the Board. Those concerns include administrative support, legal council, the need for a website and budget. Representative Hager indicated his support and requested that Chris McGee send a letter outlining the request and anticipated budget dollars for those request. There was discussion regarding travel for Board members as well. It was noted that some companies/agencies are providing for travel while other members are paying their travel expenses themselves.

**ACTION:** Chris McGee has sent a letter to Representative Mike Hager detailing the request and associated budget. However, no response has been received at this time.

Louis Panzer discussed that all the complaints and materials have been scanned into sync.com. Currently 63 complaints are in the system. The board discussed the need for a process for handling these complaints. It was agreed that a board member can recuse themselves from a case if need be.

**MOTION:** A motion was made by Louis Panzer and seconded by Jim Nelson to approve the response time from a violator who requests to have a hearing have a deadline of 30 days from the mailing of the violation by certified mail. The motion passed unanimously. It was also agreed upon that the board prefers legal counsel draft this letter.

**REMINDER:** Jim Nelson reminded the group that the deadline for completion of the Statement of Economic Interest is 7/21/16. This can be completed online and will have to be updated annually. The deadline for Ethics Training is 11/19/2016.

There is no update to the Board Member Handbook as there is no additional information to be added at this time.

A meeting will be added to the calendar for 8/23/2016 in hopes that Representative Hager will have responded by that time, however if not, the meeting will be cancelled and the next meeting will be on the scheduled date in September.

**MOTION:** A motion was made by David Strike and seconded by Dean Yancey to adjourn. The motion passed unanimously.

*An audio recording of the meeting will be made available upon request.*