

South Dakota One Call Notification Board MINUTES

May 11, 2021

(Draft, Unapproved, Circulated May 26, 2021)

**DUE TO THE OUTBREAK OF THE CORONAVIRUS, WHILE PRACTICING SOCIAL DISTANCING
THERE IS NOT A MEETING LOCATION TO ATTEND IN PERSON.**

1. Board Chairman Fay Jandreau called the meeting to order at 2:00PM CT.

Board Members in attendance: Chairman, Fay Jandreau, Representing Telecommunication Companies Offering Local Exchange Service to Less Than 50, 000 Customers;

Jim Scull, Representing Excavation Contractors;

Dan Kaiser, Representing Telecommunication Companies Offering Local Exchange Service to More Than 50,000 Customers;

Steve Mohr, Representing Community Antenna Television Systems;

Bleau LaFave, Representing Investor-Owned Natural Gas Utilities;

Ed Anderson, Representing Rural Electric Cooperatives;

Lloyd Rave, Representing Rural Water Systems;

Mark Meier, Representing Municipalities;

Loren Beld, Representing Excavation Contractors;

Board Members unable to attend:

Vice Chairman, Doug Larson, Representing Interstate Carriers of Gas or Petroleum;

Kevin Kouba, Representing Investor-Owned Electric Utilities;

Also in Attendance:

Brett Koenecke, Legal Counsel; Executive Director, Larry Janes; Deputy Director, Codi Gregg.

Guests in Attendance:

Callie Iverson, Take Charge Bookkeeping;

Scott Sasajima, Texas 811;

Keely Hosmann, NuStar Energy;

Mary Zanter, PUC Pipeline Safety;

Ryan Hartley, First District Association of Local Governments.

2. Lloyd Rave made the motion to approve the February 19, 2021 Minutes. Loren Beld seconded. **Motion carried unanimously.**

3. The Board reviewed the Financial Summaries for February, March and April, 2021. The ending balance was reviewed and why the Board carries this balance. As a self-funded agency, the Board feels a reserve is needed and operates responsibly. Dan Kaiser made the motion to approve the financial summaries. Loren Beld seconded the motion. **Motion carried unanimously.**

4. Operations of South Dakota 811 and Texas811 Performance Results were reviewed.
 - a. Ticket volume history year to date was reviewed. A total of 40,233 locates have been submitted in 2021 already. 921,220 outgoing tickets were dispatched in 2020. We have dispatched 208,342 tickets year to date.
 - b. Ratio Outgoing to Incoming Tickets was reviewed. The ratio was 5.18 for 2021, a little higher than 2020. This means that for every one ticket submitted, roughly 5 go out to the utilities for locates to happen.
 - c. Electronic Ticketing was discussed.
 1. Homeowners submitted 4,010 locates using our Homeowner Portal on the website. This has seen an increase every year since established.
 2. Remote entry was covered, 17% of the requests have been mapped by the excavator. We are seeing this percentage drop a little but do expect this percentage will go back up.
 - d. Secondary Links report shows how many tickets are dispatched to more than one entity or email.
 - e. Dispatched Tickets by Type was reviewed. 34,285 normal tickets have been received by the center today. 5,429 of this locate requests had a High Profile Facility noted on them. This is always a concern because of the amount of communication that needs to happen prior to excavation.
 - f. Speed of Answer is within contract parameters and not a concern.
 - g. Damages without Ticket #'s is 91 year to date. The Center receives a damage notification after excavation has happened.
 - h. Damages with Ticket #'s vs. without Ticket #'s: Without ticket numbers, we have had 41 reported in April of 2021. The year to year comparison will change as we get in to the year.
 - i. Gas Damages was reviewed, including the Monthly & Year to Year Comparison was reviewed. There is concern with gas damages because of the potential for harm. Pipeline Safety, AGC and meeting with contractors will continue in an effort to reduce damages.

5. Ryan Hartley of First District Association of Local Governments updated the Board on the progress of the updating mapping. Centerline Data, Parcel Data and progress of updates was reviewing. Both documents were shared with the Board.

Executive Director Report Items:

1. Extension of Joint Powers Agreement with First District Association of Local Governments was reviewed. This Agreement expires June 30, 2021. Dan Kaiser made the motion continue the Joint Powers Agreement. Mark Meier seconded the motion. **Motion carried unanimously.**
2. Annual review of the Code of Conduct and Conflict of Interest Policy for Board Members was discussed. The Code of Conduct was sent to all Board Members to be signed and will be kept by Larry Janes or Codi Gregg only.

3. Damage Prevention Meeting Summary for June 2020 – May 2021 was reviewed. In person meetings were stopped due to Covid-19 in March, 2019. Damage Prevention Meetings were moved to ZOOM with 916 attendees this year. There were five meetings held online, and online meetings with all tech schools. Pipeline Safety, trench safety and One Call is discussed during these meetings.
4. The one-year contract for Board Effect is available for renewal. Bleau LaFave made the motion to approve this years expense. Dan Kaiser seconded the motion. **Motion carried unanimously.** Codi Gregg has contacted Diligent also regarding a possible renewal for more than one year and pricing.
5. The FY 2022 Budget will be prepared after the FY 2021 results are made available. This will be discussed and finalized during the July 13, 2021 Board Meeting. No action was taken at this time.
6. South Dakota 811 Certification was discussed in length. Larry Janes will follow up with Damage Prevention Academy regarding ownership and content concerns and questions from the Board. No action was taken at this time.
7. Appropriations approved the latest South Dakota One Call Budget. This included offering a total of \$20,000 in scholarships to students involved in excavation trades and construction management at each of the four technical institutes in South Dakota. Fay Jandreau made the motion to approve the \$20,000 in scholarships. Mark Meier seconded this motion. This budget item will be reviewed annually. **Motion carried unanimously.**
8. The Enforcement Panel of the South Dakota One Call Board met on the following Complaints and issued Recommendations. Jim Scull made the motion to accept the recommendations from the Panel regarding the complaints listed below. Dan Kaiser seconded the motion. **Motion carried unanimously.**
 - a) OC20-088 – In the Matter of the Complaint Filed by Magellan Midstream Partners, Tulsa, OK against Donarski Lawncare and Landscape, Spearfish, SD for an incident occurring on November 3, 2020 at 700 through 816 Copperfield Drive, Rapid City, SD.
 - b) OC20-090 In the Matter of the Complaint Filed by Montana Dakota Utilities (MDU) Rapid City, SD against CSI, Sioux Falls, SD, for an incident occurring on November 7, 2020 at 23590 Wilderness Canyon in Rapid City, SD.

The Respondent in the following Complaint accepted an Offer of Resolution:

- a) OC21-001 – In the Matter of the Complaint Filed by Magellan Midstream Partners, Tulsa, OK against Quinn Construction, Inc, Rapid City, SD, for an incident occurring on March 22, 2021 North of Homestead Street, Rapid City, SD.

9. Election of Officers was discussed. Due to time constraints, Doug Larson is not able to fulfill the role of Chairman as planned. Fay Jandreau is willing and able to stay as Chairman, with Mark Meier as Vice Chairman. Dan Kaiser made the motion to accept the recommendation of Chairman and Vice Chairman. Ed Anderson seconded the motion. **Motion carried unanimously.** The Board of Directors thanked Fay Jandreau for his continued leadership and Mark Meier for stepping in to this leadership role.

10. Discussion Items:

a. Fay Jandreau reviewed the relationships between South Dakota One Call, operators and excavators. Operators and Excavators need to work together as primary relationships with South Dakota One Call secondary. The Board continued discussion of potential changes to the enforcement process extensively. Brett Koenecke presented possible legislative changes to 49-7A. The document was provided to the Board prior to the meeting. No action was taken during this meeting and this will continue to be reviewed.

b. Positive Response was reviewed, including making this process mandatory. Even if a positive response is not noted, the law clarifies all response times. If the response time has been met and an excavator is not sure if locates have been completed, a Verification Ticket should be submitted.

c. Website re-design was discussed. This is very close to completion and a release date is coming. The Board has reviewed the new site and offered corrections and changes, which have been addressed or will be after launch. Archives were discussed and data retention time frame. Please contact Codi Gregg if there are changes needed.

d. Continued Board Training by Roger Cox, Aligning Change was discussed. This Board would like to see this continue, possibly in the first quarter of 2022.

e. Future Meeting Dates were reviewed. Calendar invites will be sent through Board Effect.

f. 48 hour locate rolling clock vs. 48 hours beginning the morning after calling in a locate request was discussed. The law is clear, the Board of Directors has considered this in the past and does not feel a change is warranted.

f. Ed Anderson announced his retirement as of July 2, 2021. He will be leaving the Board of Directors on his retirement date. The Board of Directors thanked Ed Anderson for his twenty-one years of service to those he represented, the Board and the agency and congratulated Ed on his retirement! Ed, again, thank you for all you have done for One Call!

9. No public comment was taken.

10. Having no further business, Ed Anderson made the motion to adjourn the Board Meeting. Bleau LaFave seconded the motion. **Motion carried unanimously.**

ONE CALL BOARD MEETING SCHEDULE:

Future Board Meeting Dates:

July 13, 2021 – 2 pm Central Time/1 pm Mountain Time – Zoom Conference Call – Budget.

August 18, 2021 – 8 am Central Time – Face to Face and Zoom Meeting - Ft. Pierre, SD.

October – First week of October, will be held over ZOOM.

November 17, 2021 – 8 am Central Time - Face to Face and Zoom Meeting – Ft. Pierre, SD.

February 15, 2022 – Face to Face Meeting – Ft. Pierre, SD.

February 16, 2022 – Legislative Breakfast – Capitol building – Pierre, SD.

ONE CALL BOARD ENFORCEMENT PANEL SCHEDULE

June 17, 2021 Panel call will be at 2 PM Central Time/1 PM Mountain Time.

July 22, 2021 Panel call will be at 2 PM Central Time/1 PM Mountain Time.

August 26, 2021 Panel call will be at 2PM Central Time /1PM Mountain Time.

September 23, 2021 Panel call will be at 2PM Central Time /1PM Mountain Time.

October 21, 2021 Panel call will be at 2PM Central Time /1PM Mountain Time.

November 17, 2021 Panel call will be held face to face after the Board Meeting.

December 16, 2021 Panel call will be at 2PM Central Time /1PM Mountain Time.

ANNOUNCEMENTS:

2021 Common Ground Alliance Conference - October 12-15, 2021 - Orlando, Florida

Texas811 Damage Prevention Summit – November 15 – 17, 2021 – Denton Texas

Materials presented at this meeting are available on the South Dakota 811 website www.SD811.com as well as the South Dakota Boards and Commissions website at <http://boardsandcommissions.sd.gov/>. They are also available by contacting the Deputy Director in writing at deputydirector@sd811.com, or by calling (605) 863-0951.