



## Operations Committee Minutes – Fairfield Inn - November 10, 2022

<b>Meeting Chair:</b>	Nectar Tampacopoulos (Chair)
<b>Attending:</b>	Eric Boere, Michael McGivery (Vice-Chair), Nick DeStefano, Reza Habibollahi, Terry Hall, Jason Meyer, Andrew Kottelenberg, Malcolm Robertson, Tyler Chapin
<b>Absent:</b>	Josie Trapani, Chris Faith
<b>Presenter:</b>	Katie Gotsman (Secretary), Brandon Denton, Kim Smith (Note Taker)
<b>Guest:</b>	Jim Keech, Mike (Enbridge)

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The Chair called the meeting to order at 9:06 am and confirmed quorum.  
Chair offered a safety moment.  
Previous minutes approved.

This meeting focused on the pre-regulations and post-regulations rollout processes. At the conclusion of this meeting, the Committee outputs and discussions to form a recommendation to the Board. All outstanding agenda items deferred to the January 2023 meeting.

In preparation for regulations implementation April 1, 2023, the Committee discussed several pre-regulation options:

- Communicate all locate delivery performance to members and excavators with a clear narrative on how to read report.
- Issue sample AMPs to non-compliant members using six buckets up to 30+ day's non-compliant citing as "worst case scenario".
- Warnings issued to members based on highest risk or performance rating.
- Committee members interested in AMP process from investigation, issuing order and the appeals/legal challenge.
- Notify members of that EMGs and P zeros are not included in the Locate Delivery Performance Report – **A/R**
- CB Clears/ALAs and filter clearances are part of the report development with Pelican.
- Committee members felt it beneficial to provide samples of AMPs to all members prior to implementation – **A/R**
- Committee members also curious about the number of orders the Compliance team can produce each day? The suggestion of an AMP process time study to determine # of orders per day manually and the impact of automation?

The Committee discussed a post implementation process for phased-in AMPs:

- In month 1, warnings targeted to imminent consequences, education and action plans from members.
- In month 2, the Committee discussed several options for AMP calculations. A percentage of member non-compliance volumes, a member financial cap and an organizational financial cap.
- Month 3 – 6, ensure notices and actions plans are in place before administering daily fines.

Committee members and Secretary to formalize recommendations to Board over the next few days.

Meeting called to a close at 12:17pm

**Next Meeting:** January 12, 2023 - Virtual

