



MD & DC SUBSCRIBERS COMMITTEE & BOD MEETING

Board of Directors

Scott Brown (Gas Representative & Chairman)

David Wilkins (Water/Sewer Representative & Vice Chairman)

Marc Haines (Electric Representative)

Vacant (Communications Representative)

Pieter Aarsbergen (Government Representative)

Joe Shelton (Contractor Representative)

Erik Phillips (Locating Representative)

Kevin Woolbright (DPC Chairman)

George Daffan (DPC Co-Chair)

Susan Sullivan (Secretary)

Minutes of the Committee Meeting January 09, 2025

Miss Utility | Hanover

Prepared by Secretary, Susan Sullivan

WELCOME AND INTRODUCTIONS OF ATTENDEES

The meeting was called to order by Chairman Scott Brown at 10:00am.

Customary attendee introductions were made.

A motion to approve the October 10, 2024, minutes was made by David Wilkins (WSSC) and seconded by Erik Phillips (UtiliQuest). The motion carried by approval.

ATTENDANCE ROLL CALL

A roll call of the MD/DC Board of Directors was conducted. A quorum was present. In attendance were BOD members: Scott Brown, David Wilkins, Marc Haines, Pieter Aarsbergen, Joe Shelton, Erik Phillips, Kevin Woolbright, George Daffan and Susan Sullivan.

OLD BUSINESS

Board Seat Voting

After reviewing the tenure log, it was noted that the following MD/DC Board of Directors Seats are expiring April 2025: Gas, Water/Sewer, and Facility Contract Locator. Listed below are the candidates who sent in letters of interest in serving:

- Gas
 - Scott Brown of Washington Gas - Current seat holder declared an interest in serving another term.
- Water/Sewer
 - David Wilkins of WSSC - Current seat holder declared an interest in serving another term.
- Facility Contract Locator
 - Erik Phillips - Current seat holder declared an interest in serving another term
 - Tyese Gillespie – On the Mark Locators, LLC

The Telecommunications held by AT&T seat was vacated in October 2024 with the term ending in April 2027. Listed below are the candidates who sent in letters of interest in serving:

- Telecommunications
 - Stephen Shelley of Comcast

The following candidates were voted in unanimously: Scott Brown, David Wilkins, and Erik Phillips. The new 3-year term, for each of the given seats, will begin April 2025 and run until April 2028.

Stephen Shelley was also voted in unanimously. Mr. Shelley will be introduced during the April 3rd Subscribers/BOD meeting. He will complete the current term which expires in April of 2027.

AUC Board Position Request

Matt Ruddo (OCC) shared that members of the AUC (Associated Utility Contractors of Maryland, Inc.) recently inquired about acquiring a seat on the Miss Utility MD/DC Board of Directors. Following extensive deliberation, it was unanimously decided that an AUC representative was welcome to attend and participate in future Subscribers/BOD meetings without acquiring a board seat at this time. Matt to communicate the Board decision with the AUC.

Online DPT Module Translation

Scott Brown to provide an update on translation of the Online DPT Module during April's BOD meeting.

Garrett County Accommodations

The Board confirmed that accommodations similar to previous years for October's Board Meeting in Western Maryland was acceptable.

NEW BUSINESS

National Conference

- 2025 CGA Conference
 - April 7 – 10, 2025
 - Orlando World Center Marriott
 - \$1,400/pp
 - Attending: Scott Brown, David Wilkins, Marc Haines, Kevin Woolbright

Law Change Wish List

Attendees discussed high-level wish list items pertaining to the updating of and adding to various statutes of Maryland's Title 12 Law. After a lengthy discussion, Chairman Scott Brown proposed the creation of a Board Sub-Committee where ideas can be discussed, debated, noted, and potentially acted on. All are welcome to attend. Initial meeting to take place Wednesday, January 22 at the Miss Utility Call Center. Contact Susan at ssullivan@missutility.net to be added to future meeting notices.

PUBLIC AWARENESS CAMPAIGNS

2025 Budget and Approval | Chris McMurry, MGH

Chris shared the following highlights based on the 2025 Budget Meeting held in December 2024. The budget itself was also shared.

- A larger allocation of monies designated to the Awards fund due to Chesapeake Baysox cost increases.

- A decrease in the Trade Show fund in attempt to reduce costs with member financial support of select shows.
- Zeroing out the Miscellaneous fund until revenue increases.
- Overall, the 2025 Budget was reduced by \$65,000 over 2024.
- Jim Barron (MD Authority) stated that the Authority is slated to grant at least \$20,000 to the Miss Utility Radio Campaign with confirmation to come.
- The 2025 Budget was unanimously approved as is with the caveat that it will be revisited at the next meeting after taking into consideration any grant monies coming from the MD Authority.

Merchandise Ideas | Susan Sullivan

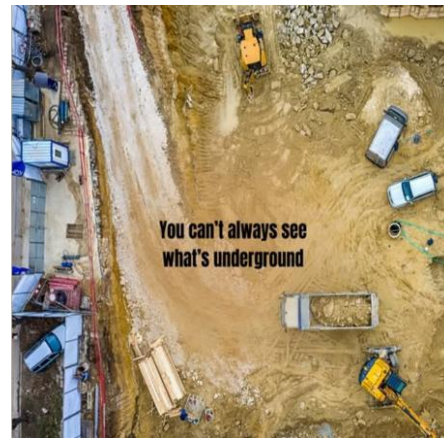
Two items were reviewed for possible purchase:

- Miss Utility Winter Beanie Caps
- Long sleeve 811 t-shirts.

Both items were well-liked. Susan to follow up with costs and request for final approval.

Miss Utility Facebook | Susan Sullivan

Please visit www.facebook.com/missutilityofmd/ for dig safe posts, holiday announcements, call center notices/information and current events. Please like or share posts to show your support for Miss Utility and the dig safe message.



CALL CENTER REPORTS

Ticket Dashboards | Reported by Jenn Arroyo

- Ticket volume for the month of December 2024
 - Inbound ticket volume: 67,662 a monthly increase of 2.4% compared to 2023
 - Outbound volume: 349,771 a year-to-date increase of 0.333% compared to 2023
- ITIC Percentages for the month of June 2024
 - Professional excavators: 91%
 - Homeowner's ITIC Lite: 40%
- Total Emergency Tickets: 5,342
- Total Update Tickets: 32,248

Start Date Data

Service Territory	October	November	December
Count	70,131	56,956	52,945
Extended	63,911	47,634	45,925
% Extended	91.13	83.63	86.74
Average Business Hours Ext	8	7	6

Critical Facility Data

Service Territory	October	November	December	Total for Quarter
Western Shore MD	33	26	7	66
Washington, D.C.	0	0	0	0
Total	33	26	7	66

Online DPT Module Data

Through	Viewed & Completed 100%	Viewed but incomplete
11.11.2024	44	16

Miss Utility App Engagement

2024: October 1 - December 31	
Total Users	937
New Users	348
Event Count	85.9
Sessions	5,766

ITICnxt

- Upcoming 2:00 PM ITICnxt Trainings: February 6 | March 6 | April 10
- ITICnxt ticket processing resources are available at <http://missutility.tryitic.com/>.
- Virtual training is held monthly. Training dates and preregistration links can be found on the Miss Utility website under the Calendar Events tab at <https://www.missutility.net/calendar-events/>.

Damage Reporting for November 2024

- Transmitted tickets: 362,156
- Reported damages: 75
 - No call or ticket: 21
 - Hit a marked line: 30
 - Line marked wrong: 23
 - Other: 1

The committee reviewed the Schedule of Advertising report and budgetary items and approved Miss Utility's 2025 GCDPTC sponsorship.

MARYLAND AUTHORITY | Jim Barron, Executive Director

The Authority held an Open Meeting and Closed Executive Session on January 8, 2025.

- The Authority:
 - Seated Hal Metzler in the MML seat vacated by Mickey Beall.
 - Pushed the election of 2025 Officers to the February 12, 2025, meeting.
 - At the time of the meeting, the Authority had 31 NPV's to investigate and review.
 - Reviewed three (3) NPV's.
 - Discussed contributing to the Miss Utility Media Campaign at a level equal to the past several years (\$20,000.00), however the Authority would entertain a larger figure upon request from the Subscribers.
 - Once again received a perfect 258 score in our 2023 Adequacy Evaluation from PHMSA.
- Deputy Director, Susan Stroud, is working on the Annual Report to the Governor due at the end of January/early February.
- Deputy Director, Susan Stroud, will be applying for the 2025 PHMSA State Damage Prevention Grant to cover the cost of hiring a full-time investigator.
- Formal Hearings will resume in March 2025
- The Subscriber's 2023 Grant has \$6,600 remaining in it!

The next meeting will be an Open Meeting with a Closed Executive Session on February 12, 2025.

COMMITTEE REPORTS

Damage Prevention & Safety; Training, Shows and Presentations

Susan Sullivan, Training Administrator

- Completed DPTs:
 - Nov 1: Beitzel Corporation
 - Nov 8: VDPT
 - Nov 13: Metropolitan Commission
 - Nov 15: Sunrise Safety Services
 - Nov 20: Cecil County School of Technology
 - Dec 13: ODPT
- Upcoming DPTs:
 - Jan 23: P Flanigan
 - Feb 04: Montgomery County Public Schools
 - Feb 07: VDPT
 - Feb 13: P Flanigan
 - Feb 18-20: Gray N Son
 - Feb 28: Concrete General
 - March 07: Spanish VDPT
 - March 14: ODPT
 - March 31: Montgomery County Public Schools

CONSTRUCTION ANGELS Kevin Woolbright | MD/DC Director

Kevin reviewed 2024 Construction Angel’s revenue. He also thanked the Miss Utility Board of Directors and Subscriber’s Committee for their support throughout the year. He also noted the PWCA’s end of year contribution of \$5,000 and BF Joy’s repeated matching of the GCDPTC’s Cornhole event which resulted in an additional \$869 to 2024’s Cornhole contribution.

OPEN DISCUSSION

No report.

There being no further business brought before the MD/DC Subscriber Committee and BOD, the meeting adjourned at 1:00 PM.

Meeting Attendees

BF JOY	Joe Shelton BOD Contractor Rep	jshelton@bfjoy.com
BGE	Marc Haines BOD ELECTRIC Rep	marc.haines@bge.com
Colonial Pipeline	Scott Moore NED Right of Way Team	SMoore@colpipe.com
Construction Angels	Kevin Woolbright DPC Chairman	bright.67@verizon.net
Howard County	Pieter Aarsbergen BOD, Government Rep	paarsbergen@howardcountmd.gov
Maryland Authority	Jim Barron Executive Director	jim.barron@mddpa.org
MGH	Chris McMurry EVP/COO	cmcmurry@mghus.com
MGH	Anna Trim Marketing and PR Account Executive	atrim@mghus.com
OCC	Dan Florenzo	
Miss Utility/ OCC	Jennifer Arroyo General Manager	jennifer@occinc.com
Miss Utility/ OCC	Susan Sullivan BOD Secretary	ssullivan@missutility.net
Miss Utility/ OCC	Matt Ruddo Director, Client Relations	mruddo@missutility.net
Utiliquest	Erik Phillips BOD Contract Locator Rep	erik.phillips@utiliquest.com
UTILIQUEST	George Daffan DPC Co-Chair	george.daffan@utiliquest.com

WGL	Scott Brown BOD Chairman Gas Rep	ScottBrown@washgas.com
WGL	Ryan Reese Supervisor – Damage Prevention MD	RReese@washgas.com
WSSC	David Wilkins BOD Vice Chairman Water/Sewer Rep	david.wilkins@wsscwater.com