



**MISS DIG 811
TIME & LAC Committee Meeting Minutes
September 23, 2021, at 9:10AM**

In Attendance

Laura Arnold, Bruce Campbell, Bill Fisher, Katie Gruzowski, Bruce Campbell, Kacey Lewis, Debbie Ball, Linda Portelli, Joe Boals, Trevor Westbrook, Nathan Lee, Jim Cascio, Chris Jensen, Tony Bauman, Samantha Raupp, Scot Runke, Noah Strnad, Rita Reed, Stephanie Boe, Brandon Rosser, Joe McGraw, Joe David, Kurt Golding, Marcus Vale, Dan Dundas, Gail Wyckhouse, Will Eichelberger, Rob Gregg, David Neira, and Steve Jackson

Minutes

Ticket Initiation Management and Execution (TIME)

1. **Call to Order**
 - a. **Agenda Review:** Katie asked if anyone would like to change or add? No replies.
2. **MISS DIG 811 Updates**
3. **Previous Meeting(s) Action Items**
 - a. **Pelican Corp. MISS DIG 811 OneCallAccess Collaboration- pleican@missdig811.org.**
 - b. **Text Messaging delivery issues**
 - Issues with receiving these please reach out to Member Services.
 - c. **Important Dates for Members (preliminary dates)**
 - i. **November 19, 2021: initial development completed by PelicanCorp**
 - ii. **November 26, 2021: MISS DIG 811 completes final phase of testing and reviews returned to PelicanCorp, Members and Station Codes are in Damage Prevention Portal, and user account created.**
 - iii. **December 3, 2021: Go Live Features Finalized- Users can fully test the pre-production (test) environment**
 - iv. **December 15, 2021: Official Go Live with PelicanCorp**
 - d. **Proposed Scope of Work**
 - These are still proposed because we are still testing
 - e. **The importance of well mapped member facilities**
 - This is going to increase with the new systems and please only map where you are working and if you pulled down the maps because you were over notified. If people are saying they are doing work in the back yard this is where they are exactly working. Members must be sure their maps are accurate. Laura if

members are making huge changes, please be sure to provide this to member service before the end of the month.

- f. **Sub-SETT meets monthly on the second Thursday at 10 AM to discuss and test OneCallAccess and the DamagePreventionPortal with PelicanCorp. To participate interested parties must be current active members of MISS DIG 811 and current with the MISS DIG 811 SEP, Field Basics, and RTE basic training. If you are unsure of training status, please reach out to Stephanie Boe sboe@missdig811.org**
 - i. **If you would like to be on this subcommittee, please email Katie at kgruzwalski@missdig811.org.**

4. **NEW Action Items**

- a. pelican.missdig811.org
 - i. **Final Positive Response Codes for the new system**
 - ii. **Final Ticket Fields and Ticket Types**
 - iii. **Ticket Format Examples**
 - iv. **Positive Response API Posting Webinar- Tuesday, September 28, 2021, at 4 PM**
 - The above documents will be posted on the website

5. **Open Discussion**

- Bruce stated there will be other webinars. Katie yes, but we do not have a schedule for this, but it will cover other aspects of the new system. Question was asked about retransmits, with it have a new number? Katie they will have a new number, no more A or B. Member code will no longer be. Katie they will be called station codes and will be available in the next couple weeks and we are working on that as well as delegations and if they are changing and what they are changing too. Laura the locator codes you are used to seeing they could be non-existent and once we see delegation that is when we see a difference. Katie, when entering a ticket in the new system, you will put in the address first, x-st, then you will see drop-downs, private locates, pet on property, etc, and we 9MISS DIG) are in discussions if we want to keep full information or limit this and we are getting more information from a polygon. A question was asked when posting a positive response, does it require comments? Katie, only one PR does require comment. A question was asked about ticket search? Katie, it is called Explore my data in DPP and you will be access you information. A question a new ticket number will be called in and for a retransmit, and somewhere in the ticket it will say this is for ticket #. Katie is and instead of being a dash it will be a be a number and it goes up 99. The retransmit you must place a new ticket, for continuing tickets you can do that. Katie if an address is in correct you can reference this on the new ticket, but you cannot change the ticket. This would not be an emergency ticket unless it was an emergency ticket the first time. Follow up ticket on the positive response can you add comments to any positive response? Katie, yes you can and there are 200 characters.
- Laura read a question, receiving delivery format, how do members receive this? Text, GML and email, it is members choice, and this was displayed and members where send information how to accommodate the new system to their system.
- Ticket type, Work Type, and Activity document was displayed and discussed which was also sent to everyone prior to the meeting.

- MISS DIG websites will be updated and when the finalized date is available, we will share that information with everyone.

[LOCATION DETAILS]	LocationDetails	
ADDRESS=	Address	Mechanic Street
CITY/TOWN=	CityTown	Lansing
STATE=	State	Michigan
NEAREST CROSS ST=	NearestCrossStreet	Parker St
SECOND NEAREST CROSS ST=	SecondNearestCrossStreet	S Holmes St
PROPERTY DETAIL=	PropertyDetail	
PRIVATE LOCATE=	PrivateLocate	Yes
PET ON PROPERTY=	PetOnProperty	No
IN BODY OF WATER=	InBodyOfWater	No
URBAN/RURAL=	UrbanRural	Urban
LOT NO/SUBDIVISION=	LotNoSubdivision	11-18-0002-0014-2
LATITUDE=	Latitude	42.690106
LONGITUDE=	Longitude	-83.246502
REMARKS=	Remarks	Replacing various property fences

Meeting Schedule

- Meetings will be held via teleconference, with web screen share information and call-in number provided by MISS DIG 811 monthly. MISS DIG 811 will host a teleconference with optional onsite meetings for the TIME committee at the MISS DIG 811 offices before the Locator Action Committee, LAC, meetings monthly. Teleconferences will be held the fourth Thursday of the month at 10 am before LAC. **Quarterly meetings will be held following the MDPB meetings.**
- Upcoming Meetings:
 - TIME
 - October 28, **No November Meeting**, & **December 9 (WITH MDPB)**
 - Sub-TIME
 - October 14, November 11, & December 2

Meeting Adjourned: 9:38AM

Locator Action Committee (LAC)

- Top Issues
 - Retransmits and lack of proper responses.
 - Bruce, the retransmits are rising a bit which this is talked about more in the Monday morning meeting.

- **Private locating update**
 - Bruce, making a presentation to CGA and the pilot and have 3 companies participate and a 4th interested.
- **Locator Staffing**
 - URG stated it has been a struggle and completed 24 classes and not where we want to be and working on 2022. The backlog is a bit elevated and plan to get that under control. Tony, (USIC) the staffing is good, and the next year hiring will be happen earlier in October and retransmits is due to the rain.
- **Conflict Resolution**
 - Bruce not much to deal with. Henkel and McCoy are having issues on staking and waiting to hear back.

Meeting Adjourned: 9:50AM

Meeting Minutes by: Debbie Ball

DRAFT