

Ontario One Call

Operations Committee Meeting Minutes

Meeting Date: Thursday October 1, 2020
Location: Teleconference
Time: 10:00am – 12:00pm

In Attendance: Nectar Tampacopoulos (Vice Chair), Katie Gotsman (Secretary), Eric Boere, Nick DeStefano, Chris Faith, Reza Habibollahi, Terry Hall, Jason Henderson, Jason Meyer, Bav Mistry (Chair) and Malcolm Robertson

Also in Attendance: Josie Trapani, Ian Simpson, Brandon Denton and Cory Officer (Note Taker)

Absent:

Absent with Regrets: Andrew Kottelenberg & Michael McGivery

1. Meeting Opening – 10 minutes

Nectar Tampacopoulos

- 1.1 Call to Order – 10:02am
- 1.2 Confirmation of Quorum – Confirmed
- 1.3 Safety Moment
- 1.4 Review of previous minutes and notes (*Attach 1 – 3 pages*)
- 1.5 Motion to approve previous meeting minutes as written

Motioned by: Malcolm Robertson
Seconded: Reza Habibollahi
In favour: All
Opposed: None

2. Chair Items

Nectar Tampacopoulos

- 2.1 Vote on Replacement of LSP Position: Josie Trapani – 5 minutes

Motion to approve Josie Trapani as the replacement of Jason Henderson as a representative of the LSP community on the Ontario One Call Operations Committee

Motioned by: Eric Boere
Seconded: Jason Meyer
In favour: All
Opposed: None

3. Matters for Discussion

- 3.1 Review Action Register (*Attach 2 – 1 spreadsheet*) - 10 minutes

Nectar Tampacopoulos

See Action Register

Limiting the Area of a Map Selection

Limiting the size of the map selection a contractor can draw per attachment, identifying the allowed maximum size of the map selection by surface area while allowing multiple attachments. However, limiting the number of the attachments allowed.

Benefits

- Retaining control over the size of the map selection where more clarity and data can be collected
- Allowing for some flexibility surrounding the various types of excavation and time to complete
- Clearer visual information for the locators to work from

Challenges

- Identifying the appropriate max surface area to meet the needs of most excavation types
- Ontario One Call ticket processing rules include large areas when Agents cannot validate the dig area by phone
- Lack of imagery in certain areas (rural, Northern Ontario, new subdivisions)

Re-Creating the Mapping Label

Adding a start date of the map selection in focus as well as adding an automatically calculated surface area based on the map selection to be visible once attached to the ticket.

Benefits

- Start date PER map selection created will help locators understand the excavator's intended work schedule
- Allow for improved planning for both the excavator and locator for the locate completion process
- Calculated surface area PER map selection may help identify the magnitude of a project

Challenges

- Potential for improper use of dates by excavator
 - Unavailability of appropriate dates
 - Assumption would be desired dates to begin work (weather, or other conditions may prevent the work from starting on time)
- Setting date validations from one map selection to another

New Validation Rules

Validations to obtain more accurate maps comparing the dig location identified in writing with the map selection created. If criteria is not met, the ticket suspends and has to be reviewed by and Agent.

Benefits

- Increased safety precautions for map selection accuracy
- Increased quality of information being sent to the Member/LSP

Challenges

- Increase to suspended tickets for review by Ontario One Call Agents
- Currently not easily accomplished with the mapping we use, we would have to work with a vendor to receive parcel information layers into the map. Increase costs of creating the request.

TASK – Committee members to send Director of Operations their opinion on max surface area for future advanced/project work requests. Create visual representation using various length and width calculations that equal the suggested max surface area. Visuals should be drawn over a map for scaling.

3.3 Proposed Types of Work (Attach 4 & 5) – 25 minutes

The Director of Operations reviewed the suggested changes to the Types of Work list and together with the committee helped decide what types to keep and remove. Many items on the Types of Work list end in “Work” (ex. Water Box Work). It was suggested that the definition of ‘Work’ be added to the web portal.

The committee will continue to review/edit the rest of the Types of Work list at the November meeting.

TASK – Ontario One Call to send the updated Types of Work list with the changes made during the meeting to all committee members

3.4 Feedback on Proposed By-Law Changes – 25 minutes

Ian Simpson

If members, excavators or stakeholders would like to provide feedback to the Ontario One Call Board of Directors on the proposed by-law and fee schedule changes, they must do so in written form. Ontario One Call will provide all submitted written feedback to the Board of Directors on October 19, 2020.

October 1, 2020 to October 16, 2020 is the window for feedback to be submitted to Ontario One Call. Feedback can be sent to Cory Officer at cofficer@ontarioonecall.ca.

TASK – Ontario One Call to send committee members the recording of the Member Consultation Meeting as well as the Questions and Answers that resulted from that meeting.

4. Round Table – 10 minutes

All

5. Meeting Finalization

Nectar Tampacopoulos

5.1 Confirmation of next meeting date/location

Wednesday, October 14, 2020 at 10:00am

Teleconference

5.2 Meeting Close

Motion to Adjourn – 12:03pm

Motioned by: Bav Mistry
Seconded: Reza Habibollahi
In favour: All
Opposed: None