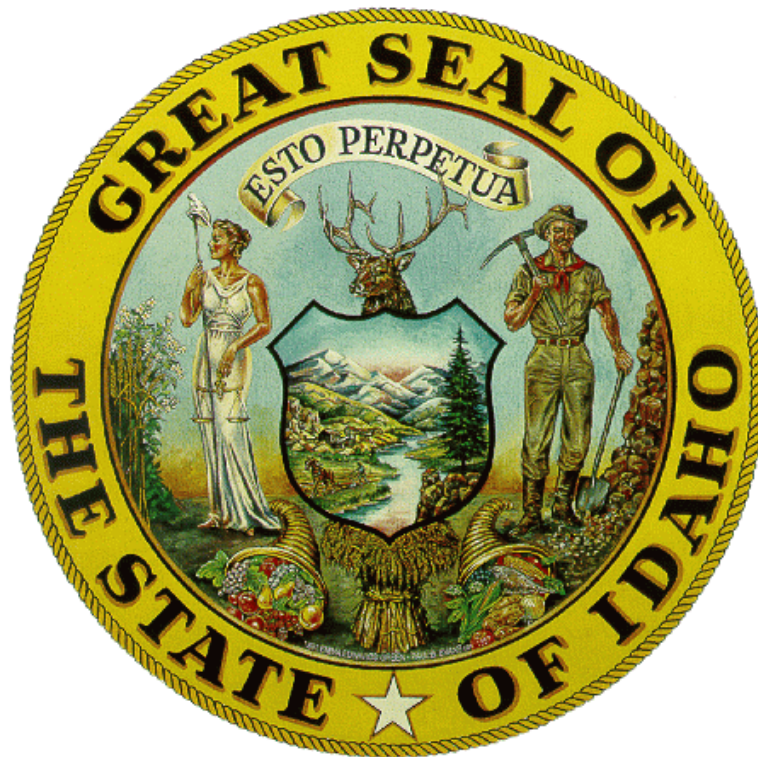


DIVISION OF BUILDING SAFETY

DAMAGE PREVENTION BOARD
VIDEOCONFERENCE MEETING

JANUARY 25, 2018



DAMAGE PREVENTION BOARD

Agenda Item No. 01

Agenda

PRESENTER: Mark Van Slyke, Chairman

OBJECTIVE: Approve agenda for the January 25, 2018 Damage Prevention Board meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Tentative agenda



TENTATIVE AGENDA

NOTICE OF PUBLIC MEETING

DAMAGE PREVENTION BOARD VIDEOCONFERENCE MEETING

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian
1250 Ironwood Drive, Suite 220, Coeur d'Alene
2055 Garrett Way, Building 1, Suite 4, Pocatello
dbs.idaho.gov – (208) 332-7137**

**Thursday, January 25, 2018
9:30 a.m. – 3:00 p.m. (MST)**

(Note: North Idaho - Meeting Commences @ 8:30 a.m. PST)

-
- 9:30 a.m. CALL TO ORDER** – Mark Van Slyke, Chairman
- Roll Call & Introductions
 - Open Forum

CONSENT AGENDA

1. Approval of the January 25, 2018 Agenda – Mark Van Slyke
2. Approval of the November 30, 2017 Board Meeting Minutes – Mark Van Slyke

ACTION AGENDA

3. **DPB/DBS Informational Seminars – Vaughn Rasmussen, Vice-Chairman**
 - a. **2018 DPB Education & Training Plan**
 - b. **2018 DPB Education & Training meetings**

INFORMATIONAL AGENDA

(These items are for informational purposes only. Any action will be at the Damage Prevention Board's discretion.)

4. Legislative Update – Patrick J. Grace, Regional Manager
5. 2018 Board Member Term Vacancies – Mark Van Slyke
6. DPB Member Authorization & Reimbursement for Travel and Expenses – Mark Van Slyke
7. Sewer/Water Lines in Right-of-Way – Spencer Holmes, Deputy Attorney General
8. PHMSA Review of the State of Idaho for 2016--Update – Patrick J. Grace

9. Virtual DIRT Update – Nichole Rush, Board Member
10. Definition of Business Day--Update – Nichole Rush
11. Compliance Report – Amy Kohler, Compliance Program Specialist
 - a. Complaint Report Status
12. Administrator Report – Chris L. Jensen, Administrator
 - a. Financial Report

3:00 p.m. ADJOURN

For additional agenda information, refer to the packet, available one week prior to this meeting, at the DBS's central and regional offices and <https://dbs.idaho.gov/boards/dpboard/dpmeetings.html>.

All times, other than beginning, are approximate and scheduled according to Mountain Standard Time (MST), unless otherwise noted. Agenda items may shift depending on Board preference. 1/22/2018rb

DAMAGE PREVENTION BOARD

Agenda Item No. 02

Minutes

PRESENTER: Mark Van Slyke, Chairman

OBJECTIVE: Approve minutes from the November 30, 2017 Damage Prevention Board meeting.

ACTION: Consent

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Draft minutes



**DAMAGE PREVENTION BOARD
VIDEOCONFERENCE MEETING**

Thursday – November 30, 2017 – 9:30 a.m. (MST)

**Division of Building Safety
1090 East Watertower Street, Suite 150, Meridian
1250 Ironwood Drive, Suite 220, Coeur d'Alene
2055 Garrett Way, Building 1, Suite 4, Pocatello**

***DRAFT MINUTES OF THE NOVEMBER 30, 2017 MEETING**

NOTE: The following report is not a verbatim transcript of the discussions at the meeting; however, it is intended to record the significant features of those discussions.

Chairman Mark Van Slyke called the meeting to order at 9:30 a.m. (MST)

Board Members Present:

Mark Van Slyke, Chairman
Vaughn Rasmussen, Vice-Chairman
Joe Leckie
Roy Ellis
Bob Chandler
Jeffrey Diehl
Nichole Rush
Jerry Piper
Linda Phillips
Jeanna Anderson

DBS Staff Members Present:

Chris L. Jensen, Administrator
Ron Whitney, Deputy Administrator
Spencer Holm, Deputy Attorney General
Patrick Grace, Regional Manager, Region 2
Jeff Egan, Regional Manager, Region 3
Fred Sisneros, Financial Manager
Amy Kohler, Compliance Program Specialist
Renee Bryant, Administrative Assistant 2

◆ **Open Forum**

There were no new issues to address during open forum.

◆ **Approval of the November 30, 2017 Agenda**

MOTION: Jeffrey Diehl made a motion to approve the agenda as presented. Jerry Piper seconded. All in favor, motion carried.

◆ **Approval of the September 28, 2017 Board Meeting Minutes**

MOTION: Jerry Piper made a motion to approve the minutes as written. Bob Chandler seconded. All in favor, motion carried.

◆ **Delegate Authority to DBS--Idaho Code § 55-2203(16)(f)**

Based on Idaho Code §§ 55-2211 and 55-2203(16)(f), DBS will continue to recommend training and civil penalties to violators. The Board will review contested cases or cases where alleged violators do not respond.

◆ **DPB/DBS Informational Seminars**

The Public Utilities Committee has \$25,000 in funds available, through Fiscal Year 2018, to assist in sponsoring the creation of an educational workshop. The Division hired a part-time employee to provide data entry on all complaints. The cost for continuing education is included in the city of Idaho Falls' license fees. Monies could possibly be available to support training and/or seminars in that area. The Education/Training Subcommittee will meet prior to the January 2018 board meeting; bringing an appropriate agenda for a workshop.

ACTION: The topic *DPB/DBS Informational Seminars* will be placed on the January 2018 Board meeting agenda as an informational item.

It was suggested training be provided at the 2018 Idaho Utility Coordinating Council (UCC) spring meeting, and Bannock UCC contractor event.

MOTION: Roy Ellis made a motion to move forward on informational seminars. Nichole Rush seconded. All in favor, motion carried.

◆ **PHMSA 2016 Audit**

Patrick Grace, Regional Manager, Region 2, informed the Board of the purpose of Pipeline and Hazardous Materials Safety Administration's (PHMSA) annual evaluation audit. The checklist for PHMSA's 2016 audit is complete. Although the Board made great strides towards PHMSA's requirements, the state of Idaho failed the audit because it did not have the means to issue civil penalties or other enforcements related to damages of PHMSA facilities. To help improve the 2017 evaluation, Mr. Grace advised the Board of David Appelbaum's, State Evaluator for PHMSA, recommendations.

◆ **Idaho Code § 55-2210 Excavations Exempt from Notice Requirements**

Vice-Chairman Vaughn Rasmussen explained an incident where a farmer hit a power line while plowing his field and the utility company billed him for the damages. The farmer cites he is exempt based on Idaho Code § 55-2210. Board members were asked their interpretation/feelings of the code. A lengthy discussion ensued on where the burden falls and whether the farmer is exempt from notice requirements and/or obligated to pay for the damages.

◆ **Ethics Law--Presentations and Reimbursements**

Upon researching the ethics law, Deputy Attorney General Spencer Holm stated a board member is eligible for travel reimbursement by the state IF invited to speak on behalf of the Board at an event outside their jurisdiction. However, the board member must get pre-approval by the Board, or, if short notice, by the Chairman. Chairman Van Slyke will clarify, in writing, the process for reimbursement of travel costs.

◆ **Sewer/Water Lines in Right-of-Way**

Upon researching legal opinions in other states on who is responsible for locating sewer/water lines in the right-of-way, the Deputy Attorney General did not find any useful cases, as they were very fact specific. Statutes from several states require facility owners to assist excavators in finding laterals in the right-of-way, similar to Idaho laws. While other state statutes state if the facility owner's comply with statute, they are not asserting ownership of the laterals and not liable for damages. Washington's statutes were the most helpful, addressing laterals and utility easements. Copies of Washington statutes were distributed at the meeting.

In October 2017, DBS sent a letter to the Idaho Association of Cities (IAC) and Association of Idaho Counties (AIC), making them aware of this dilemma and inviting them to this meeting to provide insight. Not hearing from either association, Deputy Administrator Ron Whitney offered to schedule meetings with the two associations to try to get them to pursue this topic farther. Also suggested was to get on their agendas for upcoming annual meetings.

ACTION: Deputy Administrator Ron Whitney will contact IAC and AIC to discuss the topic *Sewer/Water Lines in Right-of-Way*.

◆ **Damage Complaints Review**

The Division has received a fair amount of complaints it cannot discern on what the alleged violation is. Therefore, DBS created a violation checklist to be included with the complaint form.

A lengthy discussion ensued on whether a letter or copy of the complaint form justifies providing a "Notice of Complaint" to the alleged violator by the complainant. It was determined DBS should provide the complaint form to the alleged violator upon request; adding a line for the alleged violators e-mail and statement to the affect "If you would like an electronic copy of the complaint, please provide your e-mail" on its notification letter.

ACTION: The Division will include on its notification letter a line for the alleged violators e-mail address and sentence offering to send electronically the complaint form upon request.

◆ **Damage Prevention Board Ad Campaign**

Donations by a public entity are non-cognizable funds. Financial Manager Fred Sisneros explained the Board could go through the appropriation budget or authorization for a non-cognizable application to request spending authority by the Division of Financial Management (DFM). The Board decided to go through the appropriation budget, forecasting \$20,000 in donations. The Chairman signed a letter to DFM seeking a supplemental appropriation.

MOTION: Jeffrey Diehl made a motion to amend agenda item ten *Damage Prevention Board Ad Campaign* from informational to action item. Roy Ellis seconded. All in favor, motion carried.

MOTION: Jeffrey Diehl made a motion to seek spending authority for non-cognizable gifts up to \$20,000. Vaughn Rasmussen seconded. All in favor, motion carried.

◆ **Definition of Business Day**

In Idaho law, the definition of a business day is any day other than Saturday, Sunday or holiday, and a day is a period of 24 hours as a unit of time; i.e., midnight to midnight. The Damage Prevention Board's statute states an excavator must notify a one-number notification service, Digline or Password, not less than two business days. Digline and Password's computer systems are time sensitive and based off an 8 a.m. to 5 p.m. business day. This topic was brought up based on discrepancy between the law and one-number notification services on the understanding of a business day.

Board Member Linda Phillips stated Digline's advisory board (underground facility owners) and the UCCs of Password, need to discuss/decide if they want to update their methodology on "business day" after 27 years; affecting the way their computer systems issue the date/time for locates.

◆ **Publication of Rules**

DBS has over 1,000 booklets of the Damage Prevention Board's statute in stock. Deputy Administrator Whitney suggested 1,000 booklets of the temporary rules be published and paired with statute. The temporary rules, if approved, should become permanent upon sine die of the 2018 legislature. By the time the rules become permanent, the Division anticipates publishing the statute and rules together. At the direction of Chairman Van Slyke, the Division will publish 1,000 booklets of the temporary rules.

ACTION: The Division will have 1,000 copies of the temporary rules printed into booklets.

◆ **Compliance Report**

Virtual DIRT – Idaho's Virtual Private DIRT is now active; however, the only information DBS, has been able to gather is pre-2014 from Password and Digline. Board Member Linda Phillips explained all Common Ground Alliance (CGA) stakeholders must register to submit to DIRT. Digline and Password, Administrators, then have access to their accounts. Although CGA has transferred some of the required information, Board Member Phillips believes a section of the program still needs added to Idaho's Virtual Private DIRT.

Together, Board Member Phillips and DBS will contact CGA to get Idaho Virtual Private DIRT functioning properly.

Personnel – The Compliance Program Specialist reiterated DBS has hired a part-time employee to provide data entry on all complaints, etc.

◆ **Administrator Report**

Financial Report – Reviewed was Fiscal Year (FY) 2018 financial statement, as of October 31, 2017, for the Underground Facilities Damage Prevention Fund.

10 Cents Per Call – DBS has received \$54,000 in revenue for the first seven months of FY 2018.

Grant – The current grant from PHMSA, \$90,000, will need expended by August 31, 2018. The intent is to pay the first year of a new part-time employee, keep \$10,000 in a “slush” fund, and have approximately \$55,000 for education, training, marketing, etc. The Education/Training Subcommittee will need to determine how much to set aside for group training and marketing. A Request for Quotes will need developed for marketing. April is the target month since it is 811 month.

Presentations – DBS offered to put together a program for presentation throughout the state of Idaho in January, February and March 2018, on who is/what does the Damage Prevention Board offer. Vice-Chairman Rasmussen suggested collaborating with entities to assist in the costs, and asked the Board to information him of upcoming events. DBS offered its staff/facilities, and board members were encouraged to put together presentations in their areas as well.

◆ **Adjournment**

MOTION: Joe Leckie made a motion to adjourn the meeting. Bob Chandler seconded. All in favor, motion carried.

The meeting adjourned at 3:20 p.m. (MST)

MARK VAN SLYKE, CHAIRMAN
DAMAGE PREVENTION BOARD

CHRIS L. JENSEN, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE

*These DRAFT minutes are subject to possible correction and final approval by the Damage Prevention Board. 01/23/2018rb

DAMAGE PREVENTION BOARD

Agenda Item No. 03a

2018 DPB Education & Training Plan

PRESENTER: Vaughn Rasmussen, Vice-Chairman

OBJECTIVE: Inform the Board of the plan for 2018 DPB Education & Training.

ACTION: Vote whether to accept or reject the proposed 2018 education and training plan for 2018.

BACKGROUND: November 2018 – The Education/Training Subcommittee will meet prior to the January 2018 board meeting; bringing an appropriate agenda for a workshop.

PROCEDURAL HISTORY:

ATTACHMENTS: Training Plan



Damage Prevention Board Education & Training Sub-Committee

2018 Damage Prevention Education & Training Plan Overview

January 25th, 2018

1. Damage Prevention Presentations

- DBS Presenter
 - Jerry Peterson & DPB SME's (as needed)
- Presentation overview
 - General Overview -Jerry Peterson
- Calendar of events
 - Create and manage on DPB website & managed by Jerry Peterson

2. Damage Prevention Awareness & Information

- 2018 additions to the DPB Website
 - E&T calendar, E&T presentation(s), Reference material, FAQ, Reporting
- 2018 print material
 - Rules Book, Excavator Handbook, DPB Website Material, FAQ's,
- 2018 TV/Radio advertising – Tom Scott
 - Tom Scott; March thru November, same/similar Ad's as 2017

3. Damage Prevention Education & Training Budget

- 2018 Projected Funds - **\$195k**
 - One Call Tickets \$60k, IPUC \$25k, IGC \$20k, Grant \$90k
- 2018 Projected Expenditures - **\$180k**
 - Advertising \$80k, Print material \$30k, DBS Expense \$70k
- 2018 Current Expenditures - estimated
 - **\$5k**



**Know what's below.
Call before you dig.**

DAMAGE PREVENTION BOARD

Agenda Item No. 03b 2018 DPB Education & Training Meetings

PRESENTER: Vaughn Rasmussen, Vice-Chairman

OBJECTIVE: Inform the Board of 2018 DPB Education & Training Meetings

ACTION: Vote to accept or reject proposed education and training meetings for 2018.

BACKGROUND: November 2018 – It was suggested training be provided at the 2018 Idaho Utility Coordinating Council (UCC) spring meeting, and Bannock UCC contractor event.

DBS offered to put together a program for presentation throughout the state of Idaho in January, February and March 2018, on who is/what does the Damage Prevention Board offer. DBS offered its staff/facilities, and board members were encouraged to put together presentations in their areas as well.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 04

Legislative Update

PRESENTER: Patrick J. Grace, Regional Manager

OBJECTIVE: Inform the Board on the status of pending legislation.

ACTION: Informational

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 05

Board Member Term Vacancies

PRESENTER: Mark Van Slyke, Chairman

OBJECTIVE: Inform the Board of terms to expire in 2018 and possible vacancies.

ACTION: Informational

BACKGROUND: Idaho Code § 55-2203 Damage Prevention Board – (3) Each member of the board shall serve a term of four (4) years, and such terms shall be staggered. The initial board shall have three (3) members whose terms expire July 1, 2018; four (4) members whose terms expire July 1, 2019; and four (4) members whose terms expire July 1, 2020. Thereafter, each board member shall be appointed for a term of four (4) years. No member of the board may be appointed to more than two (2) consecutive terms. A member may continue to serve until a successor is appointed. A successor must represent the same designated group that his predecessor was appointed to represent.

PROCEDURAL HISTORY:

ATTACHMENTS: Board Member Directory



DAMAGE PREVENTION BOARD

(Idaho Code 55-2201)

Member	Company/Representing	Mailing Address	Business Phone	Original Appointment	Term Expires
Jeanna Anderson	Badger Daylighting Excavator	7801 West Lemhi Street, #3 Boise, ID 83646	208.258.0378 208.573.4667 cell	7/1/2016	7/1/2018 1st Term
		jeannabratt@gmail.com			
Bob Chandler	Avondale Irrigation District Irrigation	P. O. Box 81 Hayden, ID 83835	208.772.5657 208.691.3428 cell	7/1/2016	7/1/2019 1st Term
		bobchandlercda@gmail.com			
Jeffrey Diehl	ESI Construction Commercial Contractor	3330 East Louise Drive, #300 Meridian, ID 83642	208.362.3040 208.860.7637 cell	7/1/2016	7/1/2020 1st Term
		jeffreydiehl@esiconstruction.com			
Roy Ellis	Residential Contractor	4160 East 500 North Rigby, ID 83442	208.745.6753 208.521.1475 cell	7/1/2016	7/1/2018 1st Term
		ellis.c.roy@gmail.com			
Joe Leckie	Public Utilities Commission PUC Employee	472 West Washington Boise, ID 83720	208.334.0330 208.914.8895 cell	7/1/2016	7/1/2019 1st Term
		joe.leckie@puc.idaho.gov			
Linda Phillips	Dig Line, Inc. One Number Notification	50 South Cole Road Boise, ID 83709	208.850.4963 cell	7/1/2016	7/1/2018 1st Term
		lphillips@digline.com			
Jerry Piper	Cambridge Telephone Co. Rural Underground Facility	130 North Superior P. O. Box 88 Cambridge, ID 83610	208.257.3314 208.566.2355 cell	7/1/2016	7/1/2020 1st Term
		jpiper@ctctele.com			
Vaughn Rasmussen Vice-Chairman	Rocky Mountain Power County Official - IAC	24852 U.S. Highway 89 Montpelier, ID 83254	208.847.1803 208.221.3870 cell	7/1/2016	7/1/2020 1st Term
		vrsmussen@aol.com			
Nichole Rush	Idaho Power Underground Facility	1221 West Idaho Street Boise, ID 83707	208.388.5426 208.608.4119 cell	7/1/2016	7/1/2019 1st Term
		nrush@idahopower.com			
Scott Spears	Ada County Hwy District Highway District	3775 Adams Street Garden City, ID 83714	208.387.6182 208.890.7712 cell	7/1/2016	7/1/2020 1st Term
		sspears@achdidaho.org			
Mark Van Slyke Chairman	Intermountain Gas Underground Pipeline Facility	555 South Cole Road Boise, ID 83709	208.377.6836 208.841.6175 cell	7/1/2016	7/1/2019 1st Term
		mark.vanslyke@intgas.com			

DAMAGE PREVENTION BOARD

Agenda Item No. 06 DPB Member Authorization & Reimbursement for Travel and Expenses

PRESENTER: Mark Van Slyke, Chairman

OBJECTIVE:

ACTION: Informational

BACKGROUND: November 2017 – Upon researching the ethics law, Deputy Attorney General Spencer Holm stated a board member is eligible for travel reimbursement by the state IF invited to speak on behalf of the Board at an event outside their jurisdiction. However, the board member must get pre-approval by the Board, or, if short notice, by the Chairman. Chairman Van Slyke will clarify, in writing, the process for reimbursement of travel costs.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 07 Sewer/Water Lines in Right of Way

PRESENTER: Spencer Holm, Deputy Attorney General

OBJECTIVE: Update the Board on any new findings on this issue.

ACTION: Informational

BACKGROUND: September 2017 – Utilities, contractors and others are hitting/damaging lateral lines in the ROW and expected to pay to fix the damages. Board Member Rush has heard sewer and water companies are not locating in the ROW; stating it is not at the main and the onus is on the homeowner. Based on statute, it is the underground facility owner or the owner’s agent to locate and mark its locatable underground facilities by surface marking the location of the facilities.

November 2017 – Upon researching legal opinions in other states on who is responsible for locating sewer/water lines in the right-of-way, the Deputy Attorney General did not find any useful cases, as they were very fact specific. Statutes from several states require facility owners to assist excavators in finding laterals in the right-of-way, similar to Idaho laws. While other state statutes state if the facility owner’s comply with statute, they are not asserting ownership of the laterals and not liable for damages. Washington’s statutes were the most helpful, addressing laterals and utility easements.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 08 PHMSA Review of the State of Idaho for 2016--Update

PRESENTER: Patrick J. Grace, Regional Manager

OBJECTIVE: Inform the Board of the results of the 2016 PHMSA report for the state of Idaho by David Appelbaum.

ACTION: Informational

BACKGROUND: September 2017 – David Appelbaum, PHMSA Representative, shared useful information about the upcoming 2016 audit, specifically, creating the appropriate expectations. He suggested engaging in the temporary rules and issuing civil penalties to generate records and processes for the 2017 audit. The Division met with Mr. Appelbaum (PHMSA) in November and was briefed about the status of the 2016 evaluation, as well as necessary steps to achieve “adequacy” in preparation of the 2017 evaluation.

November 2017 – The checklist for PHMSA’s 2016 Audit is complete. To help improve the 2017 audit, Regional Manager Grace advised the Board of recommendations by Mr. Appelbaum.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 09

Virtual DIRT Update

PRESENTER: Nichole Rush, Board Member

OBJECTIVE: Inform the Board on the status of Idaho's Virtual Private DIRT reporting system.

ACTION: Informational

BACKGROUND: NOV 2017 – Idaho's Virtual Private DIRT is active; however, the Division has been unable to gather information from 2014 to present. Although Common Ground Alliance (CGA) has transferred some of the required information, Board Member Phillips believes a section of the program still needs added to Idaho's program. Together, Board Member Phillips and DBS will contact CGA to get Idaho Virtual Private DIRT functioning properly.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 10

Definition of Business Day--Update

PRESENTER: Nichole Rush, Board Member

OBJECTIVE: Provide the Board with an update on what constitutes a “business day”.

ACTION: Informational

BACKGROUND: November 2018 – In Idaho law, the definition of a business day is any day other than Saturday, Sunday or holiday, and a day is a period of 24 hours as a unit of time; i.e., midnight to midnight. This topic was brought up based on discrepancy between the law and one-number notification services on the understanding of a business day.

Board Member Linda Phillips stated Digline’s advisory board (underground facility owners) and the UCCs of Password, need to discuss/decide if they want to update their methodology on “business day” after 27 years; affecting the way their computer systems issue the date/time for locates.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 11

Compliance Report

PRESENTER: Amy Kohler, Compliance Program Specialist

OBJECTIVE: Update the Board on the Damage Prevention Program's current activities.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled Damage Prevention Board meetings.

PROCEDURAL HISTORY:

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 11a

Complaint Report Status

PRESENTER: Amy Kohler, Compliance Program Specialist

OBJECTIVE: Update the Board on the status of complaints and complaint report.

ACTION: Informational

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: Report to be provided at meeting.



DAMAGE PREVENTION BOARD

Agenda Item No. 12

Administrator Report

PRESENTER: Chris L. Jensen, Administrator

OBJECTIVE: Provide an overview of the Division's current activities.

ACTION: Informational

BACKGROUND:

**PROCEDURAL
HISTORY:**

ATTACHMENTS: No documentation



DAMAGE PREVENTION BOARD

Agenda Item No. 12a

Financial Report

PRESENTER: Chris L. Jensen, Administrator

OBJECTIVE: Review the Damage Prevention Board's Financial Report.

ACTION: Informational

BACKGROUND: This topic is addressed at all regularly scheduled Idaho Electrical Board meetings.

PROCEDURAL HISTORY:

ATTACHMENTS: Financial Report





Division of Building Safety
UNDERGROUND FACILITIES DAMAGE PREVENTION
 Fiscal Year 2018 Financial Statements
 As of 12/31/2017

Statement of Revenues and Expenditures - 0229-27 Dedicated Fund

Class	Budget	Fiscal Year To Date	YTD as a % of Budget	Remaining Budget	Projected for Remainder of Year	Projected Year End Totals	Projected Total as a % of Budget
Revenues:	50,000	46,981	94%	3,019	27,871	74,853	150%
Expenditures							
Personnel:	-	3,515	0%	(3,515)	3,786	7,301	0%
Operating:	50,000	3,825	8%	46,175	10,730	14,555	29%
Capital:	-	-	0%	-	-	-	0%
Total Expenditures	50,000	7,341	15%	42,659	14,516	21,856	44%
Net for FY 2018	-	39,641			13,355	52,996	

Statement of Cash Balance - 0229-27 Dedicated Fund

July 1, 2017 Beginning Cash Available	Fiscal Year to Date Revenues	Fiscal Year to Date Expenditures and Encumbrances	Other Changes in Cash	Available Cash as of December 31, 2017	Projected Change in Cash for Remainder of Year	Projected Year End Available Cash
18,775	46,981	7,341	183	58,599	13,355	71,955

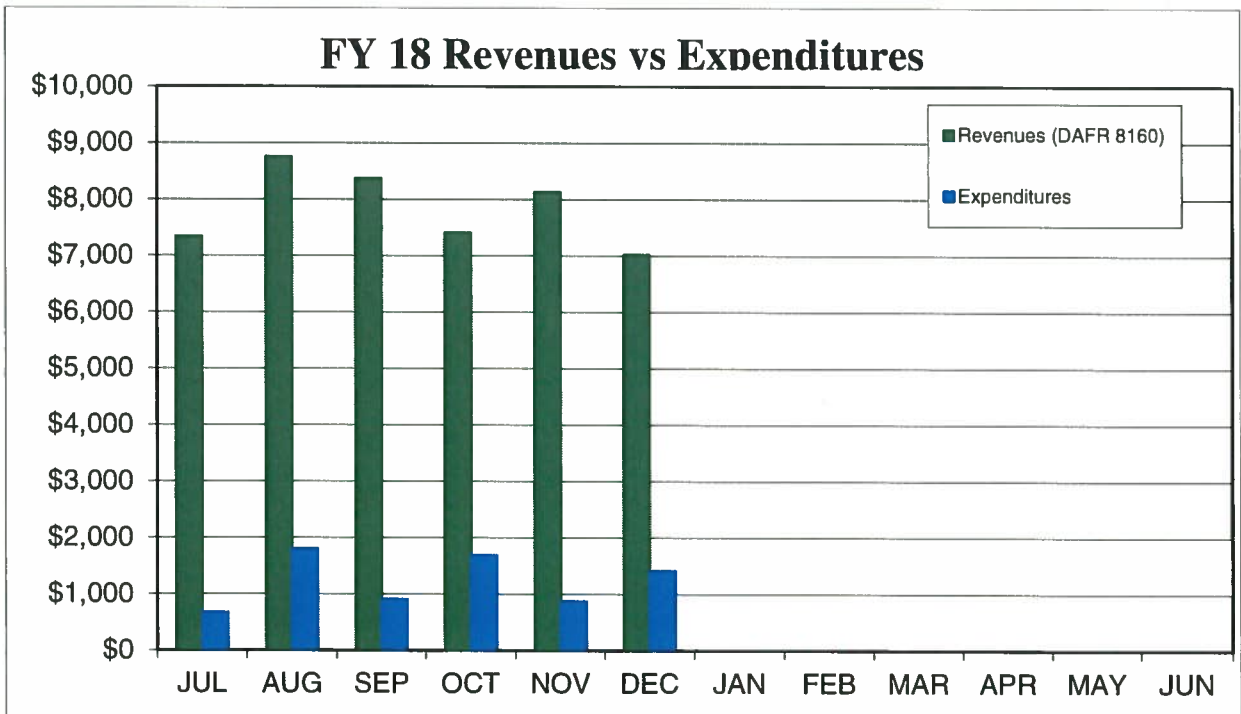
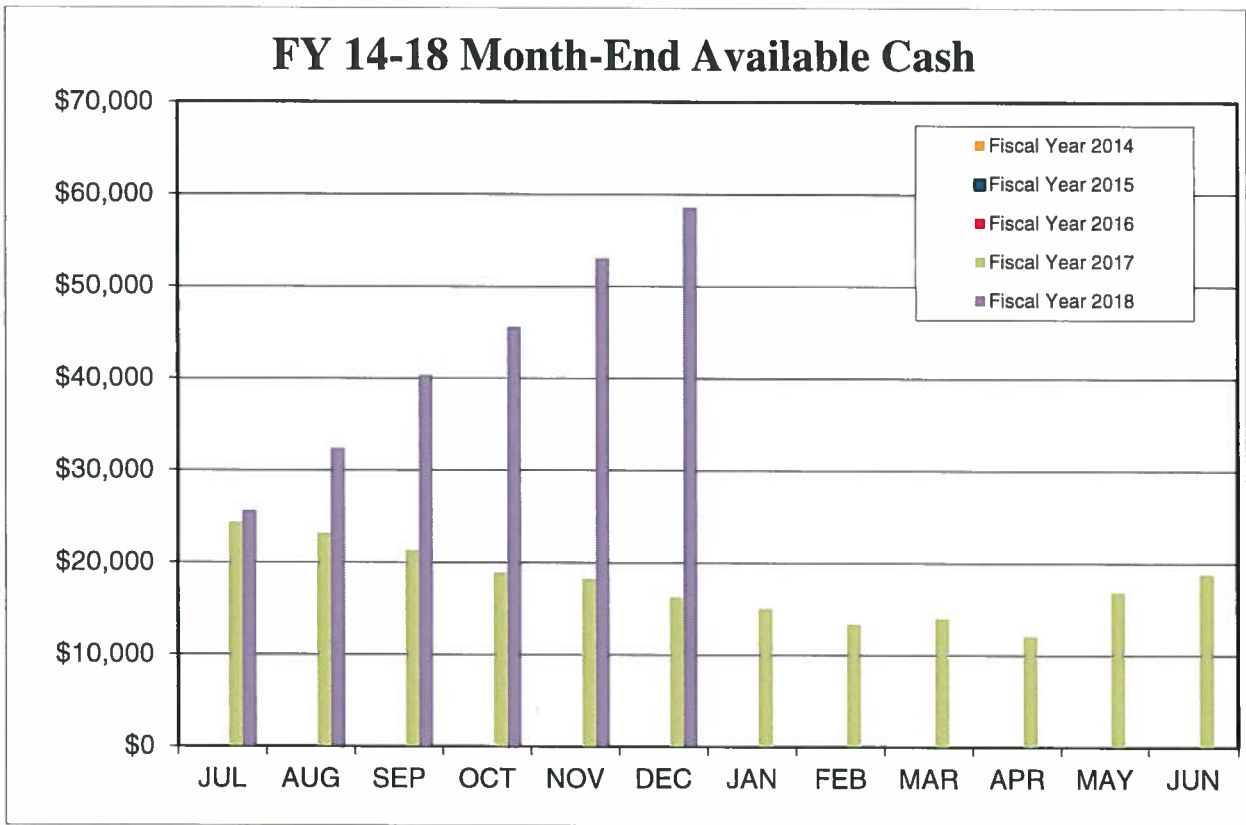
Statement of Revenues and Expenditures - 0348-00 Federal Grant (State Damage Prevention Program Grant - 2016)

Class	Budget	Fiscal Year To Date	YTD as a % of Budget	Remaining Budget	Projected for Remainder of Year	Projected Year End Totals	Projected Total as a % of Budget
Revenues:	-	-	0%	-	-	-	0%
Expenditures							
Personnel:	15,580	15,551	100%	29	-	15,551	100%
Operating:	54,802	31,398	57%	23,403	-	31,398	57%
Capital:	-	-	0%	-	-	-	0%
Total Expenditures	70,382	46,950	67%	23,432	0	46,950	67%
Net for FY 2018	(70,382)	(46,950)			-	(46,950)	

Statement of Cash Balance - 0348-00 Federal Grant (State Damage Prevention Program Grant - 2016)

July 1, 2017 Beginning Cash Available	Fiscal Year to Date Revenues	Fiscal Year to Date Expenditures and Encumbrances	Other Changes in Cash	Available Cash as of December 30, 2017	Projected Change in Cash for Remainder of Year	Projected Year End Available Cash
70,381	-	46,950	0	23,432	-	23,432

UNDERGROUND FACILITIES DAMAGE



UNDERGROUND FACILITIES DAMAGE

