Ontario Regional ORCGA Common Ground Alliance		Draft - ORCGA Reporting and Evaluation Committee Meeting Minutes September 14, 2016 Union Gas, Esquesing Site, Milton Start 9:06 a.m Conclude 12:06 p.m.			Drig SAFE	
Attendees Present:		Name: Ian Munro Jennifer Parent Richard Durrer Brandon Denton Keith Young David Yawney Jason Ramkissoon Stan Swan Chris Van Daele Leah Borley Cher Burger	Company: ORCGA ORCGA Ontario One Call Ontario One Call Bell Toronto Hydro MultiVIEW Rogers Union Gas Hydro One Hydro One	Stakeholder Group: Staff Staff One Call One Call Telecommunication Electrical Distribution Locator Telecommunications Oil/Gas Distribution Electrical Distribution Electrical Distribution		
Item #		li	tem		Action Item	
1		n welcomed everyone to the Reporting and Evaluation Committee meeting. The pup went through a round table introduction.				
2	 2015 DIRT Report Version 9.0 Review: The REC reviewed the revamped DIRT Report. New for 2015: Heavier matte paper stock for both report cover and pages; The report is now "perfect bound" rather than stapled; Enhanced graphics, fonts and colour consistently used throughout the Report; Regional partner data now is included in DIRT Report; Enlarged recommendation section; Articles have been moved to their own section; and, Improved layout for our valued sponsors. DQI year is incorrect on p. 20. This has been changed in the version posted online here: http://www.orcga.com/Publications/Damage-Information-Reporting-Tool-DIRT Please report any errors so that the online document can be changed. 					
3	 ORCGA Glossary of Terms: The REC reviewed and discussed the CGA, CCGA and current ORCGA Glossary and made of number of changes, as listed: The group had a number of company specific definitions for the term "Abandoned Line or Facility". Ian to check with the CCGA Best Practice Committee re: definitions for the following terms: "Abandoned line or facility", "Excavate or Excavation", "Facility", as the wording for submerged cable is preferred. Also, the ORCGA definition for "Ticket Number" to replace CCGA "Locate Ticket. ORCGA will add the CCGA definition for "ALA". ORCGA will add the CCGA definition for "Backfill". ORCGA will add the CCGA definition for "Compliance". 			Ian to follow up with the national Best Practice Committee re: terms "Demarcation Point" should be an article for next year's report.		
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authorities and facility owners, as well as the meaning for damage reporting into DIRT. The REC didn't decide on the definition to be added/changed/removed. ORCGA will add the CCGA definition for "Daylighting". ORCGA will add the CCGA definition for "Demolition Work". There was much discussion about "Demarcation Point". Should the Education and Events Committee be involved re: clarification on this term due to ambiguity? Next year's Report should include an article on the topic. Also, should the document "How to Read a Locate" be in the DIRT Report for next year? ORCGA will add the CCGA definition for "Excavate or Excavation". The national Best Practices should review and discuss an all encompassing, broad term vs. a "more is better" "but not limited to" list. ORCGA will add the CCGA definition for "Excavator". Change word "himself" to the gender neutral "themselves". ORCGA will add the CCGA definition for "Facility" to match CCGA. ORCGA will add the CCGA definition for "Utility Infrastructure", which is a connected definition. The ORCGA Facility definition should be added to the CCGA glossary, as it is a clearer definition. ORCGA will add the CCGA definition for "Cate Request". ORCGA will add the CCGA definition for "Ticket". ORCGA will add the CCGA definition for "Toket". ORCGA will add the CCGA definition for "Cate Request". ORCGA will add the CCGA definition for "Ticket". ORCGA will add the CCGA definition for "Ticket". ORCGA will add the CCGA		ORCGA will add the CCGA definition for "Damage".	
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