

ORCGA Events and Education Committee Meeting Minutes

July 11, 2018

9:00 a.m. – 12:00 p.m.

ORCGA Office/Teleconference

| Attendees: | Company: |
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| Crystal Bedore | Ontario One Call |
| Jody Howze | Enbridge |
| Tracey Sims | Union Gas |
| Adam Sampson | Own Your Safety |
| Sara Ward-Paige | Hydro One |
| Stephen Huza | Drainall |
| Gretchen Gordon | Trans Canada |
| Brice Brown | Hetek |
| James Stieva | Super Sucker |
| Ben | WSP Engineering |
| Jennifer Parent | ORCGA |
| Ashleigh Fehr | ORCGA |

| Agenda Item | Notes | Action Item |
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| Review of Agenda | <ul style="list-style-type: none"> Jennifer made a slight change – added Kim to give update on the DPT program | |
| Review of Draft Minutes | <ul style="list-style-type: none"> No one had any changes to the minutes from the May meeting | Motion to pass minutes: Crystal Second: Steven |
| DPT Training Program Updates | <ul style="list-style-type: none"> Schedule is on the website Changed to accommodate people in less populated areas New fee schedule; essentially, the more participants that attend the course, the cheaper the cost Class sizes are 5-25 Sending out eblasts every week to keep interest | |
| Excavator Training Program Status Update | <ul style="list-style-type: none"> Doug still working with industry experts (writing the course) still in progress – going forward No specific updates right now | |
| Educational Resources Dig Safe Brochure and Website Update | <ul style="list-style-type: none"> Content hasn't changed much but the look was updated More focus on communicating what Dig Safe is Get a small committee together 2 separate brochures (1 for homeowners and 1 for contractors) Need to add something for private locates Lead them to the website for more in depth information Now mobile friendly No rush to update – time to digest and come up with content for contractors and homeowners | Committee: Crystal, Gretchen, Steven, Jennifer, Tracey and Ben |

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| Golf 2018 Update | <ul style="list-style-type: none"> • Estimated profit \$8,800 actual \$15,800 • Best performing tournament was \$10,300 • People were still registering the night before and day of the tournament • Lots of messaging people – named the previous attendees – helped with registration • 224 previous year this year 242 (paid green fees) • Sponsorship sales went up with new packages – sold out! • Got Bond Head for the same price that Station Creek would have been – can't go back unless golf registration is raised significantly – will likely go back to Station Creek next year • Station Creek closure is \$23k, Bond Head is \$36k • Recap is on the ORCGA website • Last year 142, this year 205 surveys collected • Idea for next year – keep it shorter by doing standing reception (drinks and apps) – could be a survey question • More food on the course <p>Comments on day:</p> <ul style="list-style-type: none"> • More than one person wins the survey prize (was large) – split it up • Women's contest (add one) • No 50/25/25 tickets available to be sold at dinner – money had been counted/validated, put into the script and locked money in safe – for next year can build it in so that tickets are sold all day (could have some one go around in a golf cart and offer tickets for purchase) – need to make it clearer that you can use a credit card to purchase tickets • A sign to identify contest holes • Have coffee stations available rather than served at dinner (less waiting) • Golfer confirmation to include CC information for My Safe Work/League of Champions • More info about MSW LoC • More comments welcome – send an email to Jennifer | Jennifer going to F/U with her old association on how the stand-up reception went (tourney in September) and bring back feedback |
| Locate Rodeo 2018 Update | <ul style="list-style-type: none"> • Developing project plan • Sponsorship went out • Working on site details • Planning has been impacted due to golf – giving the LR 100% focus | |
| Round Table Discussion | <ul style="list-style-type: none"> • Moving to event online registration – starting with DPT to keep it small to start • Open registration for this committee as the guinea pigs to ensure everything works and runs smoothly | |

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| | <ul style="list-style-type: none"> • Utilize it for everything: DPT, GCs, Locate Rodeo, Symposium, Golf • All communications, payments/confirmations, comes with app • Online launch date TBD <p>How to read a locate:</p> <ul style="list-style-type: none"> • E&E believes there needs to be an editable and common locate sheet for Ontario • EEC would like BPC to review this concept • Request is based on multiple requests throughout the province | <p>Bring forward to Best Practices Committee</p> |
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Next meeting Dates: September 12
November 7