

ORCGA Events and Education Committee Meeting Minutes

September 24, 2018

9:00 a.m. – 12:00 p.m.

ORCGA Office/Teleconference

Attendees:	Company:
Crystal Bedore	Ontario One Call
Jody Howze	Enbridge
Tracey Sims	Union Gas
Adam Sampson	Own Your Safety
Sara Ward-Paige	Hydro One
Stephen Huza	Drain-All
Gretchen Gordon	Trans Canada
James Stieva	Super Sucker
Jennifer Parent	ORCGA
Ashleigh Fehr	ORCGA
Doug Lapp	ORCGA
Bill Shane	Blue Water Ideas
Jeff Hitchcock	Ontario One Call
Ophir Wainer	T2
Grace Meade	Excavac

Regrets: Brice Brown, Ben Kihara, Jason Dupuis, Dave Wulff, Jason Edwards, Patricia Forbes, Ralph Evans, R Coulas, Shane Hart, Nicole Evans, Sara Hooton, Tracy Hammer, Ericka Kennedy, Matthew White, Sarah Nardozzi

Agenda Item	Notes	Action Item
Review of Draft Minutes	<ul style="list-style-type: none"> • No one had any changes from the July minutes • ORCGA to reach out to rental agencies? 	<p>Motion to pass minutes: Jeff Second: Sara</p> <p>Jennifer f/u with BC contact</p>
<p>Recap Board of Directors Update Update – Symposium</p> <p>Update – Golf Tournament</p>	<ul style="list-style-type: none"> • Symposium update <ul style="list-style-type: none"> ○ booked Niagara Falls 2019 & 2021 ○ Thinking of alternating – Niagara every other year to get to other areas as well ○ Call for Papers – topics that are of interest to all sectors ○ New ad in Ear to the Ground – Jim Douglas Award of Excellence in Damage Prevention and ORCGA Member of the Year – Jennifer working on Excavator of the Year • Reviewed the ORCGA Event Summary – Golf Tournament • Other options: <ul style="list-style-type: none"> ○ Networking cocktail reception (food stations) ○ Fewer holes played? – might have to still pay for 18 	<p>Jennifer to F/U regarding the networking cocktail reception</p>

<p>Update – Locate Rodeo</p>	<ul style="list-style-type: none"> ○ Food throughout the course ○ Look into Wooden Sticks course closure cost ● Reviewed the ORCGA Event Summary – Locate Rodeo <ul style="list-style-type: none"> ○ Advertise and increase participation for the Excavator Challenge ○ EC – penalties for timing needs to be updated (rules) ○ Hydrovac challenge? ● Project Plan – detailed task list ● More structure to the Excavator Challenge event ● Long wait for hotel check in – going to request that people can pay with a credit card prior to checking in ● Going to look into Durham/Fleming College for 2019 <p>Other possible options – Canada’s Wonderland, Woodbine, Exhibition, Downsview</p>	<p>Jennifer going to forward the Project Plan for committee members to review</p>
<p>Symposium: Speakers</p> <p>Tradeshow</p>	<ul style="list-style-type: none"> ● Jennifer gave an update on work done so far (Halton, Peel, Niagara – Aging Water Infrastructure and Role of Damage Prevention in Asset Maintenance) ● Follow up on Fit for Duty <ul style="list-style-type: none"> ● Too many events without breaks last year <ul style="list-style-type: none"> ○ Need to ensure time is dedicated to the trade show/down time ● Posters to identify where exhibits are and who’s there – vendor trade show + map ● Too many sessions running at the same time ● Separate sub-committee for the trade show ● Integration for the trade show – put registration at the Dig Safe booth ● Attract more sectors in the industry ● Vendors showcase (5 mins) at natural program breaks ● Vendors to have clients to come to the booth – company visiting doesn’t have to pay the full registration – more traffic ● Dedicated time to be in the trade show as well as the conference sessions – integrate the trade show into the conference ● Full track of vendor sessions – as per the CRIU conference ● Old format for vendor trade show? ● Jennifer displayed feedback from 2017 – still need 2018 trade show feedback ● Add more rigor to registration check in 	<p>Jennifer to speak with Clive (OCGA)</p> <p>Trade show sub-committee: Stephen, Gretchen, Bill, Jennifer</p> <p>Stephen to follow up to get vendor feedback</p>

<p>Dig Safe Brochure</p> <p>ORCGA Website – Tailgate Talks/Getting Around Underground Presentation/ Newsletter</p>	<ul style="list-style-type: none"> • Sub-committee is creating 2 separate brochures – one for homeowners and one for contractors • Each brochure to be 2 different colours – indicate which is which on the front of the brochure • The committee will continue to work on the brochure • Contact municipality to get materials at permitting desk <p>Next project:</p> <ul style="list-style-type: none"> • Tailgate talks – condensing GAUG – one pager for people to pull off the website for their talks 	
<p>Clarify Role of Committee</p>	<ul style="list-style-type: none"> • Should the committee be split into 2 groups? • Education Committee and Events and Communication Committee • Education Committee should be specific members that would work to develop new programs (excavator training) and review/update materials for training programs (current and relevant) • Board is going to investigate partnerships • A group already exists that focuses on the education programs/offerings from the ORCGA (contractors electric/gas/telecom, municipal person) • Committee thinks it makes sense to separate and have 2 different committees: <ul style="list-style-type: none"> ○ Education & Training Committee ○ Events & Communication Committee 	<p>Motion to have 2 separate committees: Doug Second: Jeff</p>
<p>Round Table Discussion</p>	<p>Tim Hortons Recap</p> <ul style="list-style-type: none"> • Less expensive if you use targeted areas – check DIRT report • Crystal spoke with Alectra – interested – willing to put out more money if they had a dedicated page – want to be involved • Could put this cost as a line item for the budget – find out who else is interested – run it by the members to get more players (under the Dig Safe umbrella) <p>Next meeting agenda item:</p> <ul style="list-style-type: none"> • Dig Safe – is in April – start to discuss/plan, think about budget 	<p>Gretchen going to follow up</p>

Next meeting Dates: November 14