



6

Maryland Underground Facilities Damage Prevention Authority
Authority Open Meeting Minutes
Wednesday, September 11, 2024

Agenda Item 1

Call to Order/ Welcome:

The meeting was called to order by Chair, Jimmy Jennings at 9:00 a.m. The meeting was held Via Zoom. There were no guests present. The Executive Director was unable to conduct the meeting due to illness, therefore the Deputy Director, Susan Stroud was asked to proceed with the Agenda for the September 11, 2024 2nd quarter Business meeting. There was a moment of silence taken by all present to remember the Victims and heroes of the September 11th tragedy.

Agenda Item 2 & 3

Introductions & Roll Call Attendance

The Secretary conducted a roll call attendance of the Authority members. In attendance were Authority members: Marc Haines, Jennifer Arroyo, Jimmy Jennings, Bahareh Inanloo, Keith Dill, James Dudley, Mickey Beall, David Gaines, David Wilkins. Susan Stroud, the Deputy Director was also present. The Secretary informed the Chairman that there was a quorum.

Agenda Item 4

Approval of Minutes:

The Authority reviewed the minutes from the June 12, 2024 open meeting. There were no amendments made to the minutes. Member Gaines made a motion to approve the minutes. Member Arroyo seconded the motion. The motion carried by acclamation.

Agenda Item 5

Approval of the 2nd Quarter Financials:

The Deputy Director provided the combined financial statements for April, May & June 2024. She reported that the April Operating Account had a balance of \$233,117.84 and the same month's Education and Outreach Account had a balance of \$121,407.50. There were \$3160.00 in fines collected in April and no filing fees were made that month. The May Operating Account had a balance of \$204,707.99, the deputy director noted the \$10,158.00 item, which was the consultants fees spent in that month. The fees were for the coding of the new NPV tracking system which is in the design and coding phase. The Education and Outreach Account had a balance of \$96,064.22. There were no filing fees \$1570.00 in fines for May. There was an expenditure of \$26,658.88 for promotional activity that month which consisted of the Authority's contribution of \$20,000.00 for the Spring "Call 811" radio blitz and for a reorder of the "Call before you Dig" gardening gloves, which have been used for the homeowner outreach program since the 6" rule was established by the legislature. The June Operating Account had a balance of \$195,298.33. There was another installment of \$10,000.00 to Semaphore for the NPV tracking system project. The Education & Outreach Fund had a balance of \$99,055.03. There were \$200 in filings fees collected and \$3012.00 fines received.

In addition, year-to-date (2024) revenue from the 5 Cent per outgoing ticket surcharge is \$113,1880.95, which is \$844.55 ahead of the same period in 2023. The year-to-date legal expenditures total \$158.00, which were primarily for general matters. The 4-year to-date legal fee totals total is \$37,918.50. Member Dill made a motion to accept the April, May and June (2nd Qtr.) financial reports, which was seconded by member Gaines. The motion carried by acclamation.

Agenda Item 6

NPV's for Investigation and Review (8)

- a. 4 Marking
- b. 3 No ticket
- c. 1 Due Care
- d. 8 under the Post 6/01/22 Statute

Agenda Item 7

Formal Hearings

NPV's 29916 – DXI (Old Dixie) vs. BGE & 30088 – Gaines and Company vs. BGE, are tentatively on hold, as well as all other NPV's that have had a Formal Hearing requests. We are anticipating resuming Formal Hearings in November/December 2024.

Agenda Item 8

New NPV's for review in Closed Executive session:

There are no NPV's to Review today. Reviews will hopefully resume in October.

Agenda Item 9

Old Business:

PHMSA Grant – The grant application has been completed and submitted to Grants.gov for review there is still no word on the application.

PHMSA Adequacy Evaluation – The Evaluation Questionnaire has been completed and submitted. We are still awaiting our evaluation status. It should I be sent to us in or around September.

Agenda Item 10

New Business:

Executive Director Compensation – The Deputy Director asked the Chairman to report on the Ad Hoc committee's decision on the Executive Director's offer to forgo his pay for the month of October since his health issues created a longer absence that he had anticipated. It was the decision of the committee that the Executive Director had enough accumulated vacation and sick leave to cover his absence from the Authority.

Agenda Item 11

Adjournment and Move to Executive Session

A motion was made to adjourn the September 11, 2024 open meeting was made by member Gaines and seconded by Treasurer Arroyo. The motion was approved and recorded. The meeting adjourned at 9:32 a.m. There was no Closed Executive Session.

Agenda Item 12

Next Meeting Date:

The next meeting will take place on Wednesday, October 9, 2024 at 9:00 a.m. The Deputy Director stated that this meeting will hopefully be an in person Open Meeting followed by Closed Executive Session.

Respectfully Submitted By:

Susan A. M. Stroud

Recording Secretary