



State of Idaho  
Division of Occupational and Professional Licenses  
Damage Prevention Board

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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**Draft Minutes of 04/11/2024**

**Board Members Present:** Jerry Piper, Chairman  
Julie Maki, Vice-Chair  
Stephen Boorman  
Jeff Brooks  
Evan Powers  
Merril Quayle  
Michael Kimmel  
Sean Courtright  
Curtis Reno

**Division Staff:** Amy Lorenzo, Executive Officer  
Mark Kubinski, Legal Counsel  
Zack Trujillo, Board Support Spec.  
Tara Hinderliter, Tech. Records Spec. 2  
Jeannien DeWitt, Education/Training Spec.

**Board Members Absent:** Michelle Heskett  
Scott Spears

The meeting was called to order at 9:01 AM MT by Chairman Jerry Piper.

**APPROVAL OF 01/18/2024 MINUTES**

A motion was made and seconded to approve the 01/18/2024 meeting minutes. The motion carried unanimously.

**BOARD BUSINESS**

**Education/Working Group Update:** Board Member Julie Maki provided an update on the working group and an explanation of the principal purpose of the Damage Prevention (DAM) Board. The working group is continuing to work on education and outreach.

**Data/DIRT Report:** Education/Training Specialist (ETS) Jeannien DeWitt discussed her outreach work in relation to DIRT. The DAM webpage is updated with the correct links for DIRT reports and complaint filing.

**Introduction of new Board Members:** Sean Courtright, Building Contractor Representative, and Curtis Reno, Irrigation Representative, were introduced as the newest DAM Board members.

**DIVISION BUSINESS**

**PHMSA Grant Application Update:** Executive Officer (EO) Amy Lorenzo gave an update on the PHMSA Grant Application. Both the One Call and State Damage Prevention grants were successfully submitted. EO Lorenzo will keep the Board updated with any new information on the status of the grant applications. ETS DeWitt presented an outreach list of stakeholders, companies, colleges, and meetings she has attended.

**Notice of Violation (NOV) Activity Report:** Tara Hinderliter, Technical Records Specialist (TRS) 2, addressed the NOV Activity Report. There has been an uptick in excavation and construction companies filing complaints against locate companies. TRS 2 Hinderliter provided further explanation of the entire violation process.

**ZBR Update – Public Meetings:** EO Lorenzo discussed what was addressed at the ZBR public hearings and who attended them. She also described the ZBR process and that the public hearings are held to get public input for the potential changes to the DAM Board rules.

**Public Comment:** EO Lorenzo explained that April is National Safe Digging Month and ETS DeWitt will be doing outreach and promotion.

**Zero-Based Regulation:** EO Lorenzo reviewed potential changes to the Damage Prevention Board rules. The following sections were discussed; “000. LEGAL AUTHORITY”, “008. AUDIT OF ONE-NUMBER SERVICE RECORDS.”, “016. ADEQUACY OF FACILITY OWNERS LOCATING UNDERGROUND FACILITIES.”, “017. IMPROVEMENT OF TECHNOLOGY AND COMMUNICATIONS BY STAKEHOLDERS.”, “018. DAMAGE PREVENTION COMPLAINTS.”, “019. CLAIMS AND REPORTS OF DAMAGE OR EXCAVATOR DOWNTIME.”, and “020. CIVIL PENALTIES.”. EO Lorenzo and the Board will review the potential changes and schedule a ZBR meeting to file a Notice of Intent for proposed rules.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 11:32 AM.

04/11/2024/zt