



On June 2, 2011 CGI held a General Membership Meeting was held at MidAmerican Energy Service Center, Waterloo, IA At 10:00 AM, Cynthia Munyon called the CGI meeting to order.

Safety & Housekeeping Concerns:

Cynthia Munyon provided all in attendance MidAmerican Energy safety and housekeeping guidelines.

Roll Call of CGI Executive Committee:

Travis Daniels conducted roll call of CGI executive committee. Those in attendance included:

Chairperson	Cynthia	Munyon	Iowa Utility Board
Secretary	Travis	Daniels	Consolidated Utility Services
Treasurer	Josh	Doughan	Snyder & Associates, Inc.
Membership Director	Darrell	Brown	RBS Safety Training
Program Director	Dave	Hraha	Iowa Assoc. Municipal Utilities
Director	Sally	Fossum	Alliance Pipeline
Vice Chairperson	John	Barber	Snyder & Associates, Inc.

CGI Executive Committee Members not in attendance include:

Website Coordinator	Nick	Gardner	Black Hills Energy
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Introduction of Attendees:

Cynthia Munyon welcomed all in attendance. Meeting participant introductions consisted of each individual introducing them self and identifying the company/organization they represented.

Kenton	Heuertz	MidAmerican Energy
Steve	Halstead	Iowa One Call
Mary	Halstead	
Craig	Cook	University of Northern Iowa
Brandon	Uhlenhopp	University of Northern Iowa
Brian	Mueller	Enterprise Products
Mark	Green	Consolidated Utilities
Steve	Anderson	MidAmerican Energy
Larry	Sorenson	Iowa Utilities Board
Mark	Shill	Iowa Utilities Board
Ron	Otto	AGC/Iowa
Marlowe	Dickinson	Dickinson Company
Monte	Ball	EMC Insurance
Greg	Pavelka	ECI REC, Iowa One Call
Dave	Zimple	Pipeline Regulatory Consultants

Brian	Phelps	MidAmerican Energy
Jim	House	Alliant Energy
Rhonda	Boyd-Knight	BP Pipeline
Richard	Sublett	Alliant Energy
Denise	Wheatley	Alliant Energy
Luann	Allar	Alliant Energy

Common Ground Iowa Mission Statement:

Brandon Uhlenhopp read the Common Ground Iowa Mission Statement, ***“The mission of CGI is to promote public safety through damage prevention and shared responsibility, while utilizing the Common Ground Alliance’s Best Practices for advancing Underground Utility Safety in the State of Iowa”.***

Business Meeting:

March 3, 2011 Meeting Minutes:

There was no discussion regarding the March 3, 2011 meeting minutes and a motion was made by John Barber to approve the meeting minutes. Darrell Brown seconded the motion and all CGI members present voted in favor of the motion.

Treasurers Report:

The financial report was presented by Josh Doughan. March 3, 2011 beginning balance was \$2,912.04.

No deposits have been made.

Expenditures totaling \$428.90 were paid. CGI DVD holders, \$286.39; DVD shipping, \$107.41; Miscellaneous, \$35.10. Current funds available, \$2,553.34.

Old Business

National Safe Digging Month

Cynthia Munyon summarized CGI activities held in conjunction with NSDM. Activities included the ceremonial tree planting with Governor Brandstad and the distribution of CGI Safe Digging DVD.

The CGI Safe Digging DVD was discussed further by John Barber announcing that the DVD would be made available at www.commongroundiowa.com soon. Hard copies are still available.

John Barber requested that CGI issue a formal thank you letter to HyVee and Earl May stores distributing the CGI Safe Digging DVD. All in attendance agreed.

Luann Allar informed all in attendance that Alliant Energy issued National Safe Digging Month message along with all billing statement sent out in the month of April.

The Iowa Pipeline Association issued a statewide press release recognizing April as National Safe Digging Month.

SDP Grant

Cynthia Munyon spoke briefly on the \$100,000 SDP grant awarded to CGI and where the funds were to be allocated. 2011 Safety Summit, \$20,000; Rental Signage Campaign, \$30,000; and Marketing Campaign, \$30,000

New Business

CGI Marketing Plan

Cynthia Munyon discussed the following components of the CGI Marketing Plan.

- **Farmers Market Billboard.**

A billboard will be displayed on Court Ave in Des Moines for three months overlooking the Farmers Market beginning June 13th.

- **Radio**

Advertising will take place rural, statewide, and mainstream radio for three weeks beginning July 5, 2011.

- **Door Hangers**

Realtors statewide will be issued door hangers promoting a safe digging message. This campaign will be in effect July through November 2011.

- **Postcards**

"Tip of the Day" postcards will be mailed to all existing members of CGI July through November 2011.

- **811 Media Event**

CGI will partner with Iowa One Call in the Fall of 2011 along with a recognized collegiate sports figure to deliver a safe digging message.

2011 Annual Safety Summit

Dave Hraha provided information pertaining to the summit.

The Summit Committee consists of Dave Hraha, Adam Jones, Josh Doughan, John Barber, Kenton Heuertz, Dan Maschka, Sally Fossum, and Cynthia Munyon.

The summit will be held at the Iowa Municipal Utilities facilities in Ankeny, IA. August 10-11, 2011.

Advanced Locating Workshop will begin the morning August 10, 2011.

The summit will begin August 11, 2011 at 08:30am with registration and breakfast followed by breakout sessions at 09:00am.

Registration opens June 13, 2011.

Guest speakers will include Ankeny Fire Department Chief Jerry Holtz and PHMSA representative Annmarie Robertson.

Agenda is set to be finalized at next Summit Committee meeting to be held June 6, 2011.

Committee Reports

Marketing Committee

Sally Fossum presented the marketing report. Progressive Ag will distribute CGI Safe Digging DVDs to their forty safety camps held statewide. Pipeline Association of Public Awareness has asked CGI for permission to include portions of the Safe Digging DVD in their upcoming Public Television video. Permission was granted after consulting with CGI Executive Committee. CGI will be credited with said segments.

Best Practices Committee

Nothing to report.

Membership Committee

Darrell Brown presented the Membership Committee report. The membership committee has begun to focus their energy on recruiting contractors. There are currently 122 registered CGI members.

National Pipeline Safety Day

National Pipeline Safety Day is June 10, 2011. CGI will issue a press release.

Guest Speaker

Steve Anderson with MidAmerican Energy conducted the presentation, **“What Is Corrosion And Cathodic Protection And What Does It Have To Do With Damage Prevention?”** Included in the presentation was information pertaining to anodes, test stations, and rectifiers and their significance in cathodic protection. Also discussed were troubleshooting techniques related to corrosion prevention.

Adjourn Current Meeting:

A motion was made to adjourn the meeting by Josh Doughan with a second by Dave Hraha. Meeting adjourned at 12:00 PM.

Calendar and Upcoming Events:

Dates	Meeting	Location
Wednesday, August 10	Advanced Locator Training	IAMU Ankeny, IA
Thursday, August 11	CGI Safety Summit / General Membership Meeting	IAMU Ankeny, IA
Thursday, September 1	CGI Education / General Membership Meeting Fall Meeting	To be announced.
Thursday, December 1	CGI Annual Education / General Membership Meeting Winter Meeting	Des Moines IA

As members become aware of damage prevention events they are encouraged to notify CGI allowing us to update the CGI News webpage. nick.gardner@blackhillscorp.com