

# **The Southwest Ohio Utility, Damage Prevention Council**

## **BY-LAWS**

***MISSION STATEMENT: The Southwest Ohio Utility, Damage Prevention Council is a proactive partnership to prevent damage to all utilities for the purpose of maintaining service integrity to our customers through education, communication, and cooperation.***

### **Section 1**

#### ***Name***

The name of this group shall be The Southwest Ohio Utility, Damage Prevention Council, hereinafter referred to as "committee."

### **Section 2**

#### ***Purpose***

The purpose of the Committee is to discuss the mutual problems of the various member agencies and to exchange information on damage prevention. It is the intent of the Committee to achieve this purpose through frank and open interchange at regularly scheduled meetings. It is the further intent of the Committee to inform its members of proposed work within the service areas of others, to promote damage prevention to underground and overhead facilities and use of the Ohio One Call Center, the statewide one-call notification system.

### **Section 3**

#### ***Membership***

Membership shall consist of representatives of the various utility operators and governmental agencies of the State. Others, such as the cable television industry, railroads and contractor groups, are invited to become participants and members. A stated interest in becoming a member is normally the only pre-requisite for membership. Should a question arise as to the eligibility or desirability of a prospective member, the issue shall be decided by a majority vote of the members present at a regularly scheduled meeting.

## **Section 4**

### ***Officers***

The Committee shall elect from its membership a chairman, vice chairman, treasurer and recording secretary. The term of office shall be one year. Vacancies may be filled by election at a regularly scheduled meeting of the Committee.

When possible, the various offices will be filled with representatives of different broad groups and rotated regularly to avoid any perception of dominance by any group.

**Election shall be my majority vote of members present.**

## **Section 5**

### ***Sub-Committees***

Significant issues presented at a scheduled meeting of the Committee should be analyzed and prioritized for appropriate action. A sub-committee may be created to address such issues. Results from the activities of any such sub-committee should be recorded and reported at a regular scheduled meeting.

## **Section 6**

### ***Meetings***

The regular meetings of the Committee shall be held on the first Tuesday of every month. If this day is a legal holiday, the chairman shall select a substitute date. The chairman shall designate the hour and place of all meetings

Special meetings of the Committee can be called by the chairman or at the request of any member. Notice of such meetings should be accompanied by information as to the reason. Minutes of all Committee meetings will be posted on the Committee Web Page following each meeting.

## **Section 7**

### ***Action by the Committee***

1. A quorum shall consist of representatives of five (5) member organizations.
2. Each organization shall be entitled to a single vote.
3. By-laws revisions can be made by majority vote of members present, after proposed changes have been distributed in writing to the entire membership, along with the scheduled meeting date, place, and time for such ratification.