





## **BY-LAWS**

**MISSION STATEMENT:** *The Indiana Damage Prevention Council, Central Chapter, was created to bring together underground facility owners, operators, government agencies, excavators, industry associations and service providers to address issues related to the goal of improving safety and reducing damages to underground and overhead utilities, and those in proximity to, or working nearby those facilities, to provide cooperation and coordination of construction activities, and to improve communication, involvement and commitment to these goals and to have a voice in changes related to legislation regarding excavation and related processes. By virtue of their membership in this group, all such individuals, agencies, and organizations confirm their intent to seek out and consider the input of this council before proposing, supporting, or opposing any new or revised laws affecting these issues.*

### **Section 1**

#### ***Name***

The name of this group shall be The Indiana Damage Prevention Council, Central Chapter, hereinafter referred to as "Council", or IDPCCC

### **Section 2**

#### ***Purpose***

The purpose of the Council is to discuss the mutual problems of the various member agencies and to exchange information on damage prevention. It is the intent of the Council to achieve this purpose through frank and open interchange at regularly scheduled meetings. It is the further intent of the Council to inform its members of proposed work within the service areas of others, to foster communication between stakeholders, to promote damage prevention to utility facilities in an efficient and time sensitive manner to minimize excavator delays and use of Indiana 811, the statewide one-call notification system. The results of committee discussions will be shared with parties and agencies to help in the creation, promotion of, and conformance of all to CGA "best practices", development of local "best practices" to be used locally and to be presented nationally to the CGA, and desired legislative and legal changes whenever reasonably possible.

### **Section 3**

#### ***Membership***

Membership in the IDPCCC shall consist of representatives of the various utility operators, governmental agencies, utility locating companies, railroads, contractors and other interested parties. 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 organizations participating at a regularly scheduled meeting. To maintain membership, an organization must be represented at a minimum of 33% of meetings per year. Membership entitles organization voting privileges, recognition for various literature, brochures and other council benefits.

## **Section 4**

### ***Officers***

The Council shall elect from its membership a chairman, vice chairman, treasurer and recording secretary. The term of office shall be two years and re-election to the same post currently occupied is permissible. Vacancies may be filled by election at a regularly scheduled meeting of the Council.

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 by majority vote of organizations present, by telephonic voice thru a conference bridge, and members submitting absentee ballot.

## **Section 5**

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

Significant issues presented at a scheduled meeting of the Council 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 Council shall be held on the first Wednesday of every month, or as scheduled by the council. The Council shall designate the hour and place of all meetings

Special meetings of the Council may be called by the chairman at the request of any member. Notice of such meetings should be accompanied by information as to the reason.

## **Section 7**

### ***Action by the Council***

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 at least 15 days prior to the vote, along with the scheduled meeting date, place, and time for such ratification.
4. Passage shall be by majority vote of organizations present, by telephonic voice thru a conference bridge, and members submitting absentee ballot.



## Participating Companies

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 BP PIPELINE CO  
 THE TOWN OF BROWNSBURG  
 CITIZENS GAS  
 ELLIS INC.  
 FIBERTECH NETWORKS  
 HRP CONSTRUCTION  
 ICA  
 IMPERIAL FENCE COMPANY  
 INDIANA 811  
 INDY RENTAL & SALES  
 INPAA  
 IURC  
 MARATHON PIPE LINE CO. - CLERMONT  
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In Indiana, Call 811 or 800-382-5544  
Two Working Days Before You Dig  
[www.indiana811.org](http://www.indiana811.org)



Indiana Damage Prevention Council  
Central Chapter

P O Box 219  
Greenwood, IN 46143

Phone: 317-893-1400  
Fax: 877-230-0496

E-mail: [aholeman@indiana811.org](mailto:aholeman@indiana811.org)



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# INDIANA DAMAGE PREVENTION COUNCIL CENTRAL CHAPTER

## The Indiana Damage Prevention Council Central Chapter

The Indiana Damage Prevention Council Central Chapter (IDPCCC) was formed in November of 2009 as a regional partner of the Common Ground Alliance to provide a forum for stakeholders, excavators, governmental agencies, design professionals, locating companies and Indiana 811 to address issues of safe digging practices and to reduce damage to underground facilities.

The council helps to address areas of concern and helps to improve communications.

**Meetings are held on the first Wednesday of the month at the call center of Indiana 811 at 9 AM.**



Locate marks are an essential part of any jobsite.



### Mission Statement

The Indiana Damage Prevention Council, Central Chapter, was created to bring together underground facility owners, operators, government agencies, excavators, industry associations and service providers to address issues related to the goal of improving safety and reducing damages to underground and overhead utilities, and those in proximity to, or working nearby those facilities, to provide cooperation and coordination of construction activities, and to improve communication, involvement and commitment to these goals and to have a voice in changes related to legislation regarding excavation and related processes. By virtue of their membership in this group, all such individuals, agencies, and organizations confirm their intent to seek out and consider the input of this council before proposing, supporting, or opposing any new or revised laws affecting these issues.

### Membership

Membership in the IDPCCC is open to representatives of the various utility operators, governmental agencies, utility locating companies, railroads, contractors and other interested parties. A stated interest in becoming a member is normally the only prerequisite for membership.

To join simply attend a meeting at the call center of Indiana 811.

### Remember

Damage from unsafe digging results in repair costs, environmental damage, injury and even the loss of life. So please follow this simple set of rules to become a partner in damage prevention:

- **CALL BEFORE YOU DIG**
- **WAIT THE REQUIRED TIME**
- **RESPECT THE MARKS**
- **DIG WITH CARE**









October 2, 2009

Greetings:

Since June of 2008, Indiana 811 has been conducting a Quality Control pilot program with money received under the PHMSA State Damage Prevention Program. The main objective of this program was to follow the life of a locate request from start to finish, and to document the results. This pilot program has focused on visiting dig sites located in eight (8) central Indiana counties.

However, another important objective of this program is the establishment of two to three active Regional CGA Damage Prevention Councils in various parts of the State of Indiana. With this goal in mind, I would like to invite stakeholders and excavators in the pilot program area to an organizational meeting of the Regional CGA Damage Prevention Council. This meeting will be held on Wednesday November 4<sup>th</sup> at 9:00 am at the Indiana 811 facility in Greenwood, IN. Attached you will find a registration form, as well as a tentative agenda for this meeting.

With the combined resources of the Common Ground Alliance, Indiana 811 and its member utilities, NUCA and the excavators in the area, I am sure we can get this Council off to a great start and more importantly that it will become a long term player in damage prevention in the Central Indiana area.

Please plan on attending this important meeting and help get the Regional CGA Damage Prevention Council off to a good start! Also, you can obtain more information on Indiana 811 ([www.indiana811.org](http://www.indiana811.org)), the Common Ground Alliance ([www.commongroundalliance.com](http://www.commongroundalliance.com)) and NUCA ([www.nuca.com](http://www.nuca.com)) by visiting their websites.

Thanks & Dig Safely,

Aaron Holeman  
Quality Control/Training/Special Projects Indiana 811



**INDIANA DAMAGE PREVENTION COUNCIL**

**REGISTRATION FORM**

**NOVEMBER 4<sup>th</sup>, 2009**

**9:00 am – 11:00 am**

**INDIANA 811 CALL CENTER  
1433 Holey Moley Way  
Greenwood, IN 46142**

**RSVP**

**Please provide the following information:**

**Company Name:** \_\_\_\_\_

**Names of Individuals Who Will Be Attending from Your Company**

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Note: A continental breakfast will be served.**

**Please fax or email your RSVP to Michelle Shoemaker. If you have any questions, she can be reached at 317-893-1410.**

**Fax: 877-230-0496**

**Email: [mshoemaker@indiana811.org](mailto:mshoemaker@indiana811.org)**



## AGENDA

- Introduction
- Goals of the Indiana Damage Prevention Council
- Guest Speaker from SWOUSC
- Discussion on the importance of communication between stakeholders and excavators.
- Questions and Answers
- Future Meeting Information

## Directions

### From Indianapolis

- Follow I-65 South to the County Line Road Exit (Exit 101)
- Turn West (Right) at the light and go to the first stop light (Emerson Ave)
- Turn South (Left) on Emerson follow it to Sierra Drive
- Turn East (Left) on Sierra Drive passing the old office and South (Right) onto Holey Moley Way
- Parking and entrance on the buildings south side

