

**2011 State Damage Prevention Program Grants Progress Report**  
**Funding Opportunity Number: DTPH56-11-SN-0001**

**Award Number:** DTPH56-11-G-PHPS07

**Project Title:** Minnesota Office of Pipeline Safety – State Damage Prevention

**Date Submitted:** September 14, 2011

**Submitted by:** Elizabeth Skalnek

**Specific Objective(s) of the Agreement**

Under this grant award, the Minnesota Office of Pipeline Safety will perform damage prevention program duties. Duties will include:

- Enforcement action follow-up and collections
- In-office investigations and research
- Statistical analysis and complaint and incident trending
- Court proceedings and conciliations
- Compliance monitoring of one-call center operations, frequent offenders, and types of offenses
- Rules and law review
- Outreach
  - Safety presentations to excavators
  - Safety & training presentations for operators & locators
  - Annual conference with Damage Prevention track
  - Safety message for the general population
- Involvement in the regional Common Ground Alliance
- Active participation in area Utility Coordinating Committees
- Participation in locator roundtable and summit meetings
- Damage Prevention Inspections
- GSOC review
- MNOPS Dashboards
- Enhancements to OPS database system (specifically one call tab).
- MNOPS operations manual – DP specific
- DP case transparency
- Projects and Meets – study and actions

**Workscope**

Under the terms of this agreement, the Grantee will address the following elements listed in 49 USC §60134 through the actions it has specified in its Application.

- *Element (1): Participation by operators, excavators, and other stakeholders in the development and implementation of methods for establishing and maintaining effective communications between stakeholders from receipt of an excavation notification until successful completion of the excavation, as appropriate.*
- *Element (2): A process for fostering and ensuring the support and partnership of stakeholders, including excavators, operators, locators, designers, and local government in all phases of the program.*
- *Element (3): A process for reviewing the adequacy of a pipeline operator's internal performance measures regarding persons performing locating services and quality assurance programs.*

- *Element (4): Participation by operators, excavators, and other stakeholders in the development and implementation of effective employee training programs to ensure that operators, the one call center, the enforcing agency, and the excavators have partnered to design and implement training for the employees of operators, excavators, and locators.*
- *Element (5): A process for fostering and ensuring active participation by all stakeholders in public education for damage prevention activities.*
- *Element (6) A process for resolving disputes that defines the State authority’s role as a partner and facilitator to resolve issues.*
- *Element (7): Enforcement of State damage prevention law and regulations for all aspects of the damage prevention process, including public education and the use of civil penalties for violations assessable by the appropriate State authority.*
- *Element (8): A process for fostering and promoting the use, by all appropriate stakeholders, of improving technologies that may enhance communications, underground pipeline locating capability, and gathering analyzing information about the accuracy and effectiveness of locating programs.*
- *Element (9): A process for review and analysis of the effectiveness of each program element, including a means for implementing improvements identified by such program reviews.*

**Accomplishments for this period (Item 1 under Section 9.01 Progress Report: “A comparison of actual accomplishments to the objectives established for the period.”)**

- **Note that in the chart below, Year to Date numbers were provided. In the Final Report, the numbers will reflect only the accomplishments within the Grant Funding Period.**

<b>Objective</b>	<b>Accomplishments (approximate year-to-date numbers as of report date)</b>
Enforcement actions follow-up collections	YTD: 74 Damage Prevention Violations Cited.
In-office/Field investigations and research	YTD: 136 Damage Prevention complaint/incident cases, 74 3 <sup>rd</sup> party damage cases
Statistical analysis and complaint and incident trending	Volunteer Damage Reporting, (VDR) initiated. MNOPS Dashboards are developed and implemented Special education materials developed in conjunction with GSOC to address meets and project issues.
Court proceedings and conciliations	Court cases and conciliations ongoing
Compliance monitoring of one-call center operations, Frequent offenders, and types of offenses	Monitoring ongoing- Last update of Call Center Operations on August 16, 2011.
Rules and law review	No Rules review meetings scheduled yet.
Outreach <ul style="list-style-type: none"> <li>▪ Safety presentations to excavators</li> <li>▪ Safety &amp; training presentations for Operators &amp; locators</li> </ul>	YTD- 76 Damage Prevention Presentations.  MNOPS Damage Prevention at MNOPS Spring Educational Conference.

<ul style="list-style-type: none"> <li>▪ Annual conference with Damage Prevention track</li> <li>▪ Safety messages for the general population</li> </ul>	
Involvement in regional Common Ground Alliance	MNOPS Participated in 1 Regional CGA meeting
Active Participation in area Utility Coordinating Committees	MNOPS Participated in 4 Utility Coordinating Committees
Participation in the one-call center Operations and Communications Committees	MNOPS Participated in all Gopher State One Call Operations and Communications Committee meetings.

**Quantifiable Metrics/Measures of Effectiveness (Item 2 under Section 9.01 Project Report: “Where the output of the project can be quantified, a computation of the cost per unit of output.”)**

As of the report date, The Minnesota Office of Pipeline Safety (MNOPS) has conducted approximately 56 Damage Prevention Presentations, 1 CGA meetings and actively participated in 4 Utility Coordinating Committees in 2011. YTD – MNOPS cited 74 one call law code violations, issued \$35,500 in penalties, and collected \$7500.00.

**Issues, Problems or Challenges (Item 3 under Section 9.01 Project Report: “The reasons for slippage if established objectives were not met.”)**

The Minnesota State Government shut-down that occurred in July 2011 resulted in the Rules Review Meetings being put on hold. It is anticipated that these meetings will resume late 2011.

**Section 9.03 Mid-Term Financial Status Report**

The mid-term financial report will be sent as a separate attachment to the AA and AOTR (Form SF-425).

**Plans for next period (remainder of grant)**

Continue with the objectives listed above.

**Requests of the AOTR and/or PHMSA**

No actions requested at this time.