

Regular Meeting Minutes
Salem Electric Board of Directors

26 January 2021

6:00 p.m.

1. CALL TO ORDER: The Salem Electric Board of Directors virtual meeting was called to order by President Dave Bauer. Directors present: Dave Bauer, Joe Van Meter, Jerry Berger, Jeff Anderson, Jan Bargen, Cindy Condon, and Angie Onyewuchi. Staff members present were Tony Schacher, General Manager; JB Phillips, Engineering and Operations Manager; Chris Kriek, Administrative Services Manager; Britni Davidson, Member Services Manager; Michael Richman, IT Manager; Michele Adkins, Executive Coordinator; and Randi Johnson, Executive Assistant. (A list of the members, employees, and guests in attendance are in the Supplemental Minutes Book.)
2. On behalf of the Board, Bauer briefly suspended the meeting to formally present Cindy Lenker with a gift and a thank you card for her years of service to the Board. The meeting resumed.
3. APPEARANCE OF INTERESTED MEMBERS: A member noted he was pleased to hear about Cheriots' EV buses.
4. MEETING AGENDA: **MOTION** made by Van Meter, seconded by Bargen and **carried unanimously** approving the Meeting Agenda as presented.
5. CONSENT CALENDAR: **MOTION** made by Van Meter, seconded by Anderson and **carried unanimously** to approve the Consent Calendar with the removal of the Credit Review Reports (pages 16 and 27).
6. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR: Questions were asked and answered. **MOTION** was made by Condon, seconded by Anderson and **carried unanimously** to approve the Credit Review Reports.
7. INFORMATION/ACTION ITEMS:
2021 Board & Industry Meetings Calendar – Information: Due to Spring Break and the Christmas holiday, staff proposed moving the March board meeting to Wednesday, March 17, and the December board meeting to Wednesday, December 15. **MOTION** made by Van Meter, seconded by Condon and **carried unanimously** to approve both changes.
Bylaw 2.5 – Joint Membership – Action: **MOTION** was made by Berger, seconded by Bargen to approve a proposed language amendment that was previously overlooked when changes were approved by the Board in October 2020 which states that "a joint membership may consist of a husband and wife, or partners in a registered domestic partnership." A lengthy discussion followed regarding the definition of a registered domestic partner. Several directors would like the attorney to review the issue and draft language that is inclusive yet also complies with Oregon statutes. The **motion** was **withdrawn**. Bylaw 2.5 was referred back to committee.
Rate Committee – Information: Anderson noted that the Committee met with the FCS Group earlier in January to review additional revenue requirement scenarios. The Committee will meet again in February to review the cost of service allocation.

Ad Hoc Committee – Information: Berger noted that the Committee met at the end of December to review the petition form for gathering electronic signatures.

8. MONTHLY REPORTS:

Department Updates: Staff gave a year-end summary report on the net margin, operating revenue, total expenses, power cost, operating expenses, utility billing revenue, and mWh sales. IT installed 25 remote work stations and created a network that separates SE devices from home network devices. IT expanded cloud-based services and moved offsite backups to a cloud service. For much of the year, late fees and disconnections for non-payment were suspended because of the coronavirus pandemic. Incoming phone calls from members declined; however, calls to the payment line increased substantially. The use of paperless billing and automatic payments also increased. Energy efficiency programs saved 1,224,640 kWhs, enough energy to power 115 homes for a year. In 2020, the operations, maintenance, and capital expenditures were 85% of budget, new services totaled 389, and the average outage time per member was 12.51 minutes. The Board also viewed a video of the installation of a new 50-ton transformer at Hughes Substation.

Manager’s Report: Schacher noted a customer service window is now open allowing Member Services to assist an average of 15 members per day. The moratorium on service disconnects is still in place, and representatives are contacting members with delinquent accounts regarding payment options.

Strategic Planning Document Update: Schacher reviewed updates on the Strategic Planning Document.

Outside Meeting Reports: Condon stated she recently attended an NRU webinar and requested an NRU update at a board meeting in the next month or two. Van Meter discussed his attendance at the ORECA Governmental Affairs Committee meeting. Minutes from that meeting will be forwarded to the Board at a later date.

9. APPEARANCE OF INTERESTED MEMBERS: A member commented on the discussion regarding the proposed amendments to Bylaw 2.5 – Joint Membership. The member also asked if there were difficulties with internet connections for remote workers.
10. NEW BUSINESS/GOOD OF THE ORDER: Onyewuchi discussed her participation on the Hydropower Advancement committee of the Northwest River Partners organization. She would like to pursue education and outreach to members and asked that the NWRP executive director provide a presentation to the Board next month.
11. EXECUTIVE SESSION: At 8:30 p.m. the Board convened in Executive Session. At 9:00 p.m., the Board reconvened the regular meeting.

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12. ADJOURN: With no further business to come before the board, the meeting adjourned at 9:00 p.m.

Jerry Berger, Secretary/Treasurer

Approved Pursuant to Board Action on
February 23, 2021

Dave Bauer, President

SALEM ELECTRIC BOARD MEETING AGENDA
6:00 p.m. Tuesday January 26, 2021

1. CALL TO ORDER
2. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
3. MEETING AGENDA (Approve)
4. CONSENT CALENDAR (Approve)
 - A. Minutes of Prior Meetings
 1. December 16, 2020 Regular Meeting..... 1-3
 2. December 16, 2020 Executive Session..... 4
 - B. Acceptance of new members (184)
 - C. Release of members no longer taking service (151)
 - D. Financial Report.....5-18
 - E. Engineering & Operations Report 19-25
 - F. Member Services Report.....26-30
 - G. Director Remuneration Forms 31-40
5. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR (Approve)
6. INFORMATION/ACTION ITEMS
 - Board & Industry Meetings Calendar – Information (Schacher) 41
 - Bylaw Review Committee – Bylaw 2.5 Proposed Amendment – Action (Berger) 42
 - Rate Committee – Information (Anderson)
 - Ad Hoc Committee – Information (Berger)
7. MONTHLY REPORTS
 - Department Updates (Department Managers)
 - Manager’s Report (Schacher)
 - COVID Update
 - 2021 Strategic Planning Meeting Update
 - Strategic Planning Document Update (Schacher)
 - Outside Meetings Reports (Directors)
8. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
9. NEW BUSINESS/GOOD OF THE ORDER
10. **EXECUTIVE SESSION**
11. ADJOURN (Next Meeting: February 23, 2021, 6:00 p.m. For upcoming agenda items, refer to the Annual Agenda Items Calendar on Call to Order (Documents, Board Meeting General).