

Regular Meeting Minutes
Salem Electric Board of Directors
27 June 2023 6:00 p.m.

1. CALL TO ORDER: The Salem Electric Board of Directors meeting was called to order at 5:52 p.m. by President Anderson. Directors present: Jeff Anderson, Jan Bargaen, Dave Bauer, Tim Klarr, John Taylor, and Joe Van Meter. Staff members present: Tony Schacher, General Manager; Jacob Knudsen, Member Services Manager; Chris Kriek, Administrative Services Manager; JB Phillips, Engineering & Operations Manager; Michael Richman, IT Manager; Michele Adkins, Executive Coordinator; and Randi Johnson, Executive Assistant. Also in attendance was attorney Ray Kindley. (A list of the members, employees, and guests in attendance is in the Supplemental Minutes Book.)
2. WELCOME NEW DIRECTOR: President Anderson welcomed Taylor to the Board.
3. APPEARANCE OF INTERESTED MEMBERS: A member had comments and questions about the cooperative's financial reserves and allocations to members.
4. MEETING AGENDA: **MOTION** made by Van Meter, seconded by Klarr, and **carried unanimously** to approve the Meeting Agenda.
5. CONSENT CALENDAR: **MOTION** made by Van Meter, seconded by Bauer, and **carried unanimously** to approve the Consent Calendar with the removal of Item D – Financial Report, Item E – Engineering & Operations Report, and Item G – Director Remunerations.
6. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR: Item D: Questions regarded Line 2 – temporary cash investments, and Line 15 – accounts payable - general on the April Balance Sheet. Item E: Questions regarded the May interruptions report. Item G: Bargaen asked staff to correct an airport parking reimbursement that included two personal days for which she should not have been paid. **MOTION** made by Van Meter, seconded by Klarr, and **carried unanimously** to approve Items D, E, and G.
7. ACTION/INFORMATION ITEMS:
 - Wildfire Mitigation Plan: Phillips reviewed revisions to the wildfire mitigation plan. **MOTION** made by Van Meter, seconded by Klarr, and **carried unanimously** to approve the wildfire mitigation plan as presented and to have staff file a copy of the plan with the Oregon Public Utilities Commission no later than June 30, 2023. (A copy of the plan is in the Supplemental Minutes Book.)
 - Prepaid Billing Program: Knudsen reviewed the history of the prepaid billing program and discussed the pilot phase of the program. **MOTION** made by Van Meter, seconded by Taylor, and **carried unanimously** to approve prepaid billing as a regular ongoing program. (A copy of the recommendation is in the Supplemental Minutes Book.)
 - Board Appointments: Anderson reviewed the Board committee and industry organization appointments.
 - Conflict of Interest and Code of Ethics: In accordance with board action in November 2005, each June Directors are provided a copy of the Conflict of Interest and Code of Ethics policies and asked to sign a certificate indicating they agree to comply with the policies' provisions. Directors are asked to return the signed certificates to staff.

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8. MONTHLY REPORTS:

Department Updates: Krieczek provided an overview of the information provided in financial reports and answered questions from the board. Phillips noted that Jon Charnetzki retired this month after 38 years of service to the co-op. Knudsen showed how memes have become an effective communication tool for Salem Electric's social media postings and noted that staff participated in both Keizer's and Salem's Public Works Days and helped at an aid station for a CASA fun run event.

Manager's Report: Schacher discussed the BPA 2024 contract and stated that its rate adjustments are expected to be announced by the end of July, after which the Rate Committee will review internal costs and consider a potential rate adjustment. He noted that a lineworker scholarship was awarded to Kurt Sunderman, West Salem. He also noted that the employee manual will be on Call to Order so that directors may see how employee policies align with board policies. Schacher highlighted May and June employee service anniversaries.

Outside Meeting Reports: Anderson discussed the 2023 CFC Forum. Van Meter discussed an ORECA strategic planning meeting. Barger, Bauer, and Anderson discussed the NWPPA annual meeting. At these meetings, there was discussion about the future of artificial intelligence and the impact it will have on electricity demand.

9. APPEARANCE OF INTERESTED MEMBERS: A member complimented the Board for its work. Comments regarded copyrights for using celebrity photos in memes, the prepaid billing program, and artificial intelligence.
10. NEW BUSINESS/GOOD OF THE ORDER: Van Meter asked if the Board might be interested in starting board meetings at 5:30 p.m. instead of 6:00 p.m. It was the Board's consensus to keep the schedule as is.
11. EXECUTIVE SESSION: None.
12. ADJOURN: With no further business to come before the Board, the meeting adjourned at 7:48 p.m.

Dave Bauer, Secretary/Treasurer

Approved Pursuant to Board Action on
July 25, 2023

Jeff Anderson, President

SALEM ELECTRIC BOARD MEETING AGENDA
6:00 p.m. Tuesday June 27, 2023

1. CALL TO ORDER
2. WELCOME JOHN TAYLOR
3. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
4. MEETING AGENDA (Approve)
5. CONSENT CALENDAR (Approve)
 - A. Minutes of Prior Meetings

April 25, 2023 Regular Meeting.....	1-4
April 25, 2023 Executive Session.....	5
May 2, 2023 Organizational Meeting.....	6
 - B. Acceptance of new members (April 163) / (May 199)
 - C. Release of members no longer taking service (April 121) / (May 176)
 - April / May
 - D. Financial Report 7-16.....17-26
 - E. Engineering & Operations Report27-32.....33-38
 - F. Member Services Report39-41.....42-44
 - G. Director Remuneration Forms45-106
6. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR (Approve)
7. INFORMATION/ACTION ITEMS

Wildfire Mitigation Plan – Action (Schacher).....	107-110
Prepaid Billing Program – Action (Knudsen).....	111
Board Appointments – Information (Anderson).....	112
Conflict of Interest / Code of Ethics – Information (Schacher).....	Misc. Section
8. MONTHLY REPORTS
 - Department Updates (Knudsen, Krieck, Phillips, Richman)
 - Manager’s Report (Schacher)
 - Outside Meetings Reports (Directors)
9. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
10. NEW BUSINESS/GOOD OF THE ORDER
- 11. EXECUTIVE SESSION**
12. ADJOURN (Next Meeting: July 25, 2023, 6:00 p.m. For upcoming agenda items, refer to the Annual Agenda Items Calendar on Call to Order (Documents, Board Meeting General).