

MORA-SAN MIGUEL ELECTRIC COOPERATIVE, INC.
BOARD OF TRUSTEES MEETING MINUTES
JUNE 23, 2022

Today's meeting was called to order by Robert Baca, Board President, at 10:45 a.m.

1. ROLL CALL AND DETERMINATION OF QUORUM

Present: **Robert Baca, President**
 James Ortiz, Vice President
 Virginia Mondragon, Secretary/Treasurer
 Joe C de Baca, Trustee
 Samuel Ramirez, Trustee

Others **Les Montoya, CEO/General Manager**
Present: **Debbie Alexander, Admin. Assistant**

- 2. INVOCATION** – Board President, Robert Baca, led us in prayer.
- 3. PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was recited.
- 4. APPROVAL OF AGENDA** – Today's meeting agenda was presented for review and approval. The following was added to the agenda – 14. New Business – i. Annual Meeting Discussion. **Motion was made by James Ortiz, seconded by Sam Ramirez, to approve the agenda with one amendment. Motion carried unanimously.**
- 5. RECOGNITION OF GUESTS**
- a. **Invited Speakers – (15-minute time limit) – None.**
 - b. **General Public Comment (5-minute time limit) – None.**
 - c. **Introduction of Employees** – Ayana Vigil and Maria Tenorio were introduced as summer helpers at MSMEC. Both students attend Mora High School and will work under the NM Help program. Ayana will start her senior year in the Fall and Maria will be a junior.
- 6. SAFETY REPORT/MINUTES** – Safety Committee was unable to meet this month.
- 7. ACTION OF REGULAR MEETING MINUTES HELD ON MAY 26, 2022** – The minutes of the meeting held on May 26th, 2022 were presented for review. After review, **a motion was made by Virginia Mondragon, seconded by Sam Ramirez, to approved the Minutes of May 26th, 2022 as presented. Motion carried unanimously.**

8. APPROVAL OF NEW MEMBERSHIPS (MORA 5 – PECOS 7) – Twelve new memberships were presented for review and approval. After review, **a motion was made by James Ortiz, seconded by Virginia Mondragon, to approve all twelve new memberships. Motion carried unanimously.**

9. MANAGER’S REPORT

- a. **Delinquent Report** – The Delinquent Report was reviewed for the month of May 2022. There were 887 delinquent accounts totaling \$318,352.95. Based on the fire/evacuations, collections were not performed during for the month of May 2022.
- b. **RUS Form 7** – Report was unavailable prior to meeting.
- c. **Outage Report** – Report was unavailable prior to meeting.
- d. **Member Sales Budget Report** – The Tri-State Member Sales Budget Report for the month of May 2022 is as follows: Total energy monthly comparison was 4,832,984 Actual kWh and 5,777,001 Budgeted kWh. Revenues were \$367,387 Actual and \$433,434 Budgeted.
- e. **Fused Cut-Out Report** – There was one cut-out replaced at the Marsh Ranch during the month of May. During the month of June, one cut-out was replaced in the Colonias area.

10. FINANCE REPORT – A motion to approve the Finance Report, together with the Manager’s Report, was made by Sam Ramirez and seconded by James Ortiz. Motion carried unanimously.

11. TRI-STATE TRUSTEE REPORT – Robert Baca, Tri-State Trustee, reported on their June 2022 meeting. A few of the items covered included the following:

- Tri-State’s year-end review – Safety review – 30 years with no accidents. Received the Airplane Award for having 60 years without any type of mishap.
- Discussion on “Power” and what is going to happen if we run short of power.
- Legislative Relations in Colorado and New Mexico.
- Tri-State’s finances are doing well.
- Press releases on vegetation management efforts in Colorado, strategic planning, partial requirements and employees who left Tri-State.
- CEO/Managers meeting will be held in July at Buffalo Thunder in NM.
- Rate Committee meeting – not sure how much rates will increase.

12. NMRECA TRUSTEE REPORT – James Ortiz, NMRECA Trustee, reported on NRECA’s meeting held during the Annual Meeting on May 31 – June 2, 2022. Some of the items covered included the following:

- Annual Meeting presentations
- Self-Insurers Fund
- Broadband

- NM Healthy Workplace Act
- Right-of-way clearing and cyber security
- Bills to help rural co-ops
- Next NMRECA meetings will be held July 6th & 7th

13. ON-GOING BUSINESS

- a. **Hermit's Peak/Calf Canyon Fire Damages & MSMEC Restoration Plan** – MSMEC's distribution system damages resulting from the Hermits Peak/Calf Canyon Fire are being identified and documented. As of today's meeting, approximately 60% of the damage assessment has been completed. Damaged equipment includes power poles, transformers, meters, J-boxes and other devices. Initial estimates indicate total damages to the MSMEC system could reach 5.8 million dollars. Plans to restore the distribution system and its components are included in the Restoration Plan which was presented to the Board for their review. The Board was provided this information to update them on the progress being made to restore power to the distribution system post fire event. No Board action is required at this time.
- b. **MSMEC – Board Policy No. 215 – Alcohol and Drug Policy – Revision** – The Board revisited the revision of Board Policy No. 215 – Alcohol and Drug Policy. After discussion, **a motion was made by James Ortiz, seconded by Sam Ramirez, to approve the revision of Board Policy No. 215 as first presented at the meeting of April 28, 2022. Motion carried unanimously.**
- c. **Tri-State Bill/MSM Solar Bill** – Tri-State's power bill for May 2022 totaled \$367,386.85. The MSM Solar bill \$37,839.58 with a credit from Tri-State of \$22,276.17.

14. NEW BUSINESS

- a. **Board Policy No. 209 – Employee Benefits Revision – to include New Mexico House Bill 20; Healthy Workplace Act** – Board Policy No. 209, Employee Benefits, required revision based on the recent New Mexico Healthy Workplace Act set to go into effect on July 1, 2022. Staff is requesting the Board to approve the revised Board Policy No. 209. After review, **a motion was made by Virginia Mondragon, seconded by Sam Ramirez, to approve Board Policy No. 209 with revision. Motion carried unanimously.**
- b. **Board Policy Combining Policy No. 211 and 212 – MSMEC's Code of Conduct/Disciplinary Policy** – The Board was presented with a revision and combining of Board Policies No. 211 and 212. The required revision is based on the need for the updating of current policies in order to set a standard of employee expectations regarding acceptable behavior and conduct. The Board will review the policy presented. This revised policy will be included in next month's meeting agenda for final revisions and/or approval.
- c. **Board Policy Proposal for Social Media** – MSMEC requires a Board Policy regarding social media guidelines and expectations for employees while engaging, posting and/or distributing social media content regarding Mora-San Miguel Electric's brand. The Board will review the policy presented on social

media. The policy will be included in next month's meeting agenda for final revisions and/or approval.

- d. **Board Policy Proposal for Incident/Accident Reporting and Investigating** – A Board Policy proposal for Incident/Accident Reporting and investigation was presented to the Board for their review. This proposed policy will set guidelines and expectation for employees when recognizing and filing incident and accident reports. The Board will review the proposed policy and the same will be included in next month's meeting agenda for final revisions and/or approval.
- e. **Public Regulation Commission's Notice of Inquiry – Public Utilities Vegetation Management Plans and Procedures** – NMPRC issued a Notice of Inquiry into Electric Utility Vegetation Management Plans and Procedures. Due to the early onset of the wildfires in New Mexico and its causes of prolonged drought and the persistent strong winds, the vegetation plans in place need to be reviewed. The Board was advised that MSMEC did submit to NMPRC as requested. MSMEC's Integrated Vegetation Management Procedures, Policies and Plan was adopted on October 24, 2018. No Board action needed.
- f. **CoBank Instruction Letter on Closing Process on Loan Document to obtain a Line of Credit** – Manager Montoya presented the Board with information and instructions provided from CoBank regarding their offer to provide a Line of Credit totaling 4 million dollars to MSMEC for the purpose of covering the expenses involved in paying contractors, materials and supplies to rebuild and repair portions of our distribution system damaged by the strong winds and fire. Initial damage estimated are identified at close to 6 million dollars. After some discussion, **a motion was made by Virginia Mondragon, seconded by James Ortiz, to authorize the General Manager to complete the application of applying to obtain a 4-million-dollar line of credit from CoBank for the sole purpose of paying for costs required to rebuild and repair our distribution system. Motion carried unanimously.**
- g. **CFC District 10 – 2022 Nominating Committee** – For information only.
- h. **CoBank – 2022 Energy and Water Executive Forum** – For information and review. Staff will make arrangements for those planning to attend this forum.
- i. **Annual Meeting Discussion** – Due to the Hermits Peak/Calf Canyon fire the last couple of months, MSMEC was unable to plan and reserve a safe and adequate location in Mora to hold its 2021 Annual Meeting. Both the high school gym and the Mora VFW building were being occupied by the Forest Service and FEMA. After further discussion regarding the 2021 Annual Meeting, **a motion to cancel the 2021 MSMEC Annual Meeting was made by Virginia Mondragon, seconded by Joe C de Baca. Motion carried unanimously.**

15. MSMEC EDUCATIONAL FOUNDATION – No business to discuss.

16. CORRESPONDENCE

- a. **NMRECA Board Committees** – For information only.

- b. **Pecos Canyon Fire & Rescue – Letter of Donation Acknowledgement – For information only.**

17. INFORMATION

- a. **Calendar of Events –** Offices will be closed on Monday, July 4th, 2022 in observance of the Independence Day Holiday. Tri-State will meet on July 6, 7 & 8th, 2022. NMRECA will hold their monthly meetings on July 7th and 8th, 2022. MSMEC has scheduled their next Finance and regular Board Meetings on Thursday, July 28th, 2022.

A motion to move into Executive Session was made by James Ortiz and seconded by Joe C de Baca. Motion carried unanimously.

18. EXECUTIVE SESSION

- a. **Personnel Matters**
- b. **Update on Union Matters**
- c. **Litigation Matters**


A motion to move out of Executive Session and back into Regular Session was made by Joe C de Baca and seconded by Sam Ramirez. Motion carried unanimously.


19. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION – None.

20. OTHER BUSINESS TO COME BEFORE THE BOARD – None.

21. ADJOURNMENT – A motion to adjourn today’s meeting was made by Sam Ramirez, seconded by James Ortiz. Motion carried unanimously. Meeting adjourned at approximately 2:45 p.m.

ATTEST:


Virginia Mondragon, Secretary/Treasurer


Robert Baca, President