

CHOCTAW ELECTRIC COOPERATIVE
Regular Meeting of the Board of Trustees
Held in the Board Room of CEC in Hugo Oklahoma
June 26, 2018 - 9:00 am

AGENDA

1.	Meeting Called to Order & Roll Call	<i>Brent Franks</i>	
2.	Invocation & Pledge of Allegiance		
3.	Introduction of Guests a. Youth Tour report Katelyn Lofton, Kasey Alford, Serenity McGuire	<i>Brent Franks</i>	
4.	Consent Items a. Approval of May 29, 2018 Board Minutes b. Authorization to Write off Uncollected Accounts for May 2017		<i>Action Action</i>
5.	Department Reports a. Service & Construction b. ROW & Service Quality c. Safety & Technical Operations d. Customer Service & Billing e. Member Services	<i>Kooney Duncan</i>	
6.	Financial Reports a. Financial Presentation b. Form 7 c. WFEC Power Bill d. Review of Check Register	<i>Tiffany Hempsted</i>	<i>For Review</i>
7.	Quality Management Report a. CEC Donation Process	<i>Kooney Duncan</i>	
8.	Attorney's Report	<i>Frank Wolf</i>	
9.	CEO Report	<i>Kooney Duncan</i>	
10.	Executive Session Personnel, Contracts, Legal Matters		
11.	Action Items a. Current Rate Approval – Corporation Commission b. Capital Credit General Retirement Approval c. Right-of-Way Contracts d. Purple Wave Update e. Policy Action f. New Bill Format	<i>Mike Brewer & Jen Parker</i>	
12.	OAEC Report	<i>Joe Silk</i>	
13.	WFEC Report	<i>George Burns</i>	
14.	New Business		
15.	Adjournment		

**CHOCTAW ELECTRIC COOPERATIVE, INC.
P. O. Box 758 – Hugo, Oklahoma 74743**

Regular Meeting Minutes of the Board of Trustees

The regular meeting of the Board of Trustees of Choctaw Electric Cooperative (CEC) was held in the Board Room of the Cooperative in Hugo, Oklahoma on June 26, 2018

1. Call to Order and Roll Call

The following Trustees were present:

Brent Franks, District G	Stacy Nichols, District C
Joe M. Silk, District B	Bill Woolsey, District D
Mike Brewer, District H	Becky Franks, District E
George Burns, District A	Norman Ranger, District F
	Ken Autry, District I

There being a quorum present, President Brent Franks presided and called the meeting to order at 9:07 a.m.

Co-op Attorney, J. Frank Wolf, III was present. Choctaw Electric Cooperative staff present: CEO Kooney Duncan, Chief Financial Officer, Tiffany Hempsted, Executive Assistant, Jennifer Boling,

2. Invocation and Pledge of Allegiance

Mr. Burns gave the invocation. President Brent Franks led the Pledge of Allegiance.

3. Introduction of Guests

Mr. Franks welcomed CEC members Debbie Cody, and Judy Bell.

Jia Johnson, Director of Public Relations introduced the Washington D.C. Youth Tour winners. Kasey Alford, Katelyn Lofton, and Serenity McGuire. The students shared some of the highlights of their trip and thanked the Board of Trustees for the opportunity.

4. Consent Items

A. Approval of May 2018 Regular Board Meeting Minutes.

B. Authorization to Write-Off uncollected accounts for May 2017.

Mr. Burns made a motion to approve the May 29, 2018 Regular Board Meeting minutes, and to Write-Off uncollected accounts for May 2017. The motion was seconded by Mr. Silk. The motion was affirmatively voted upon by all. The Motion carried.

5. Department Reports

The following Department reports were given by Choctaw Electric Cooperative CEO and General Manager, Kooney Duncan:

A. Service and Construction

- Work continues at Broken Bow Dam Spillway Project.
- Jacob Johnson had been working on FEMA storm reimbursements for the Pushmataha County area that for an estimated \$32,000. CEC was notified a few days ago that Pushmataha was not included in the Presidential Declaration for FEMA reimbursements for storm damage.
- East and west service crews worked 432 cases.
- Working with the US Forestry Service concerning an easement for a new development.

B. Right of Way and Service Quality

- CEC Right-of Way crews working in the Raymond Gary Lake area.
- Contract crews completed Woody Pace Road including east of the Crossroads Grocery.
- The Sawyer Sub should be completed by mid-June.

C. Safety and Technical Operations

- Working with Pine Telephone with fiber installation that will help with substation communication.
- No lost time accidents for 461 days
- Three-phase meter testing

D. Customer Service and Billing

- Kiosk payment activity; 301 payments.
- A total of 4,355 incoming calls were taken
- Continue to monitor tampering

E. Member Services

- Key Account visits took place
- Kilowatt Kids Camp in Idabel and Hugo
- Peak Alerts began June 20th. Notifications will be announced on local radio, CEC Facebook page, website and Smarthub.
- Participated in Owa-chito Festival
- Attended Economic Development Meetings in Broken Bow

6. Financial Report

Form 7, WFEC Power Bill

Tiffany Hempsted gave the May 2018 Financial Presentation.

- The Form 7
 - YTD Revenue \$18,832,648

- YTD Net margins \$1,580,343
- May Revenue from Electric Sales \$3,267,762
- WFEC Cost of Power
 - May kWh Purchased 38,780,736
 - May Power Cost \$2,079,221
 - May Average Cost per kWh \$0.0536

7 Quality Management Report

A. CEC Donation Process

Mr. Duncan presented the Donation procedures, guidelines and eligibility for Community Donations and Work Donations requests.

Approved donation requests will be presented to the board each month.

8. Attorney's Report

Mr. Wolf advised he did not have a report.

9. CEO Report

Current Activities

- Discussed the Live Well Program
- Working with an attorney reviewing Bylaws.
- Mr. Duncan attended a Southeast Oklahoma Economic Development meeting conducted by The Choctaw Nation. Choctaw Nation will be providing a report for promoting and develop economic opportunities in the area.
- Met with a USDA Representative of Telecommunications to discuss Broadband over Powerlines.
- Year to Date Capital Credits paid \$124,927
- Worked with Pine Cellular to install Fiber at the Bethel Substation for better communications.
- Reviewed CEC's current Rate Schedules for consistency in language. This does not affect rates.

Following the CEO Report Mr. Brewer made a motion to hear Actions Items before convening in Executive Session. The motion was seconded by Mr. Ranger. The motion was affirmatively voted upon by all.

11. Action Item (Rearranged on Agenda as per motion above)

A. Current Rate Approval – Corporation Commission

Mr. Duncan presented the language revisions in the CEC Rate Schedules. This will not affect rates. Language revision only for clarification.

Mr. Autry made a motion to approve the current CEC Rate Schedule language revisions.
The motion was seconded by Mr. Woolsey. The motion was affirmatively voted upon by all. The Motion carried.

B. Capital Credit General Retirement Approval

Mr. Brewer made a motion to approve a Capital Credit General Retirement for CEC 1988 Patronage Allocation of \$764,728.04 and WFEC 1993 Patronage Allocation for \$127,997.30 totaling \$892,725.34 to be paid in August 2018.

The motion was seconded by Mr. Burns. The motion was affirmatively voted on by all.

C. Right-of-Way Contracts

Mr. Nichols made a motion to accept the Right-of-Way bid from Kenny's Dozer Service for clearing Right-of-Way at Haworth Substation Feeder 1 and 2 and Feeder 4 (partial) in the Pleasant Hill area totaling approximately 147.91 miles.

The motion was seconded by Mr. Silk. The motion was affirmatively voted upon by all. The motion carried.

D. Purple Wave Update

No action taken.

E. Policy Action

Mr. Duncan presented the Employee Policy Revisions that included Terms and Condition of Employment, Equal Opportunity and Workplace Harassment. CEC Staff recommended Employee Policy revisions be approved.

After some discussion Mr. Woolsey made a motion to accept the Employee Policy Revisions with added language that encourages employees to report Workplace Harassment incidents as soon as possible.

The motion was seconded by Mr. Ranger. The motion was affirmatively voted upon by all. The motion carried.

F. New Bill Format

Mr. Duncan presented the proposed redesign on the CEC Electric Bill.

- Meter Charge changed to Base Service Charge
- WFEC PCA changed to Power Cost Adjustment
- Graphs and Comparison charts added

- Explanation of Charges will be included on the back of the bill

CEC staff recommends approval of the proposed New Bill Format.

After some discussions Mr. Nichols made a motion to accept the New Bill Format. The motion was seconded by Mr. Burns. The motion was affirmatively voted upon by all. The motion carried.

10. Executive Session

President Brent Franks announced the board would convene in Executive Session to discuss legal matters.

At 11:32 am, Mr. Ranger made a motion to enter executive session. The motion was seconded by Mr. Autry. The motion carried.

At 12:52 pm, Mr. Burns made a motion to exit executive session. The motion was seconded by Mr. Woolsey. The motion carried.

The meeting was reconvened in regular session.

11. OAEC Report

Mr. Silk gave a brief report that included Shoot for the Nations, a sporting clay shoot event that benefits the Oklahoma Energy Trails Foundation.

12. WFEC Report

Mr. Burns gave a brief report and directed the board attention to the WFEC information included in the Board packets.

13. New Business

Mr. Autry inquired about new poles being used for replacement. There was also some discussion on wind turbines being installed in northern Pushmataha County.

14. Adjourn

At 1:53 pm Mr. Burns made a motion to adjourn. Mr. Brewer seconded the motion. The motion was affirmatively voted upon by all. The motion carried.

Board Expenses Reported June 1, 2018 to June 30, 2018

Mike Brewer	\$550.00
George Burns	\$65.40
Joe Silk	\$965.01
Norman Ranger	\$608.86
Bill Woolsey	\$582.70
Becky Franks	\$577.25
Ken Autry	\$602.32
Stacy Nichols	\$635.02
Brent Franks	\$582.70



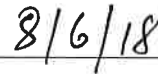
President



Date



Secretary/Treasurer



Date