

**CHUGACH ELECTRIC ASSOCIATION, INC.  
ANCHORAGE, ALASKA**

**OPERATIONS COMMITTEE MEETING**

**AGENDA**

Bettina Chastain, Chair  
Stuart Parks, Vice Chair

Harry Crawford  
Susan Reeves  
Janet Reiser

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**September 26, 2017**

**4:00 p.m.**

**Chugach Board Room**

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- I. CALL TO ORDER
  - A. *Roll Call*
- II. APPROVAL OF THE AGENDA\*
- III. APPROVAL OF THE MINUTES\*
  - A. *June 6, 2017 (Portades)*
- IV. PERSONS TO BE HEARD
  - A. *Member Comments*
- V. CEO REPORTS AND CORRESPONDENCE (*none*)
- VI. NEW BUSINESS (*none*)
- VII. EXECUTIVE SESSION\* (*scheduled*)
  - A. *2017 CEO Performance Parameters and Project Specific Objectives*
- VIII. NEW BUSINESS\*\* (*scheduled*)
  - A. *Recommend Approval – Retirement Security Plan Restatement\*\* (Andrews)*
  - B. *Recommend Approval – Salary Plan Matrix\*\* (Andrews)*
- IX. DIRECTOR COMMENTS
- X. ADJOURNMENT\*

\* *Denotes Action Items*

\*\* *Denotes Possible Action Items*

9/26/2017 11:41:37 AM

**CHUGACH ELECTRIC ASSOCIATION, INC.**  
**Anchorage, Alaska**

**June 6, 2017**

**Tuesday**

**Immediately following the Audit and Finance Committee Meeting**

**OPERATIONS COMMITTEE MEETING**

Recording Secretary: Divina Portades

**I. CALL TO ORDER**

Chair Chastain called the Operations Committee meeting to order at 4:45 p.m. in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Roll Call*

*Committee Members Present:*

Bettina Chastain, Chair  
Stuart Parks, Vice Chair  
Harry Crawford, Director  
Susan Reeves, Director  
Janet Reiser, Director

*Other Board Members Present:*

Sisi Cooper, Director  
Jim Henderson, Director (*arrived at 5:22 p.m.*)

*Guests and Staff in Attendance:*

|              |                 |               |
|--------------|-----------------|---------------|
| Lee Thibert  | Arthur Miller   | Julie Hasquet |
| Connie Owens | Sherrri Highers | Tyler Andrews |
| Brian Hickey | Bill Bernier    | Paul Risse    |
| Mark Johnson | Mark Fouts      |               |

**II. APPROVAL OF THE AGENDA**

Director Crawford moved and Director Parks seconded to motion to approve the agenda. The motion passed unanimously.

**III. APPROVAL OF THE MINUTES**

Director Crawford moved and Director Parks seconded the motion to approve the January 25, 2017, Operations Committee Meeting minutes. The motion passed unanimously.

**IV. PERSONS TO BE HEARD**

- A. Wholesale Customer and Member Comments*  
None

**V. CEO REPORTS AND CORRESPONDENCE**

None

*Director Cooper left at 4:47 p.m.*

**VI. NEW BUSINESS**

A. *Election of Operations Committee Vice Chair\* (Committee)*

Director Reiser moved and Director Crawford seconded the motion that the Operations Committee appoint Director Parks as Vice Chair of the Operations Committee. The motion passed unanimously.

Director Reiser appointed Director Reeves as a member of the Operations Committee. No objections were made.

**VII. EXECUTIVE SESSION**

A. *BRU Joint Operating Agreement*

B. *BRU Investment Update*

C. *Community Solar Update*

At 4:49 p.m., Director Parks moved and Director Crawford seconded the motion that that pursuant to Alaska Statute 10.25.175 (c) (1) and (3) the Board Operations Committee go into executive session to discuss: 1) financial matters, the immediate knowledge of which would clearly have an adverse effect on the finances of the cooperative; and 2) legal matters with its attorneys, the immediate knowledge of which could have an adverse effect on the legal position of the cooperative. The motion passed unanimously.

*The meeting reconvened in open session at 8:14 p.m.*

**VIII. DIRECTOR COMMENTS**

Director comments were made at this time.

**IX. ADJOURNMENT**

At 8:20 p.m., Director Reiser moved and Director Reeves seconded the motion to adjourn. The motion passed unanimously.

**CHUGACH ELECTRIC ASSOCIATION, INC.**  
**Anchorage, Alaska**

**OPERATIONS COMMITTEE MEETING**  
**AGENDA ITEM SUMMARY**

**September 26, 2017**

**ACTION REQUIRED**

**AGENDA ITEM NO. VIII.A.**

- Information Only
  - Motion
  - Resolution
  - Executive Session
  - Other
- 

**TOPIC**

Recommend Approval – Retirement Security Plan Restatement

**DISCUSSION**

As discussed in Executive Session.

**MOTION**

Move that the Operations Committee recommend the Board of Directors approve the Retirement Security Plan Restatement essentially the same as discussed in Executive Session.

**CHUGACH ELECTRIC ASSOCIATION, INC.**  
**Anchorage, Alaska**

**OPERATIONS COMMITTEE MEETING**  
**AGENDA ITEM SUMMARY**

**September 26, 2017**

**ACTION REQUIRED**

**AGENDA ITEM NO. VIII.B.**

- Information Only
  - Motion
  - Resolution
  - Executive Session
  - Other
- 

**TOPIC**

Recommend Approval – Salary Plan Matrix

**DISCUSSION**

Consistent with prudent salary administration and Chugach Board Policy a salary market survey of non-represented salaries is conducted every year. Prior surveys resulted in no recommendation for change, the most recent survey suggest that the current management salary plan needs an adjustment to maintain Chugach’s position in the employment market. Anecdotally, Chugach is experiencing some recruitment and retention difficulties based on our total compensation, of which salary is the major component.

The non-represented salary plan covers approximately 90 positions. Non-represented job classifications include: accountants, engineers (project managers), supervisors, executive secretaries, security personnel, administrative workers, managers and executives. The plan was last updated March 26, 2014, using the most current data from 2013. Chugach uses an independent third party consultant to analyze the plan within a number of appropriate market surveys. The third party consultant has determined that the current salary plan is lagging the market. Executive management recommends that the consultant recommendation is accepted by the Board of Directors as discussed in Executive Session.

**MOTION**

Move that the Operations Committee recommend the Board of Directors approve the salary table as the basis for the non-bargaining unit salary plan administration, essentially the same as discussed in Executive Session.