

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

**REGULAR BOARD OF DIRECTORS' MEETING**

**AGENDA**

Bettina Chastain, Chair  
Susan Reeves, Vice Chair  
Sisi Cooper, Treasurer  
Jim Henderson, Secretary

Harry T. Crawford, Director  
Stuart Parks, Director  
Rachel Morse, Director

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**February 20, 2018**

**4:00 p.m.**

**Chugach Boardroom**

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**I. CALL TO ORDER**

- A. *Pledge of Allegiance*
- B. *Roll Call*
- C. *Safety Minute – “Winter Driving Safety” (Freeman)*

**II. APPROVAL OF THE AGENDA\***

**III. PERSONS TO BE HEARD**

- A. *Member Comments*

**IV. CONSENT AGENDA\***

- A. *Board Calendar*
  - 1. *March 21-22, 2018, Juneau, Alaska*
- B. *Training and Conferences*
  - 1. *Gettysburg Leadership Experience for Co-Op Leaders, April 4-6, 2018, Gettysburg, PA (Deadline for conference and hotel registration is March 1, 2018)*
  - 2. *2018 NRECA Legislative Conference, April 8-10, 2018, Washington, DC (Deadline for conference and hotel registration is March 2, 2018)*
- C. *Minutes*
  - 1. *January 22, 2018, Special Board of Directors' Meeting (Quezon-Vicente)*
  - 2. *January 24, 2018, Regular Board of Directors' Meeting (Portades)*
- D. *Director Expenses*
- E. *Bank Signature Cards*

**V. CEO REPORTS AND CORRESPONDENCE**

- A. *Balloting Process Security Update (Kurka/Andrews)*

**VI. DIRECTOR REPORTS**

- A. *Alaska Railbelt Cooperative Transmission & Electric Company (ARCTEC) Report*
  - B. *Board Committee Reports (Audit and Finance, Operations & Governance)*
  - C. *Other Meeting Reports*
- VII. UNFINISHED BUSINESS (*none*)
- VIII. NEW BUSINESS\* (*scheduled*)
- A. *Appointment of Nominating Committee Members\* (Schulman)*
  - B. *Approval of 2018 Date of Record\* (Kurka)*
  - C. *Approval of 2018 Master Election Judge\* (Kurka)*
  - D. *2018 Election Procedures\* (Kurka/Andrews)*
  - E. *Simplified Rate Filing (SRF) December 2017 Test Year\* (Kornmuller/Miller)*
  - F. *115 kV Rebuild – Hope to Summit Project Authorization\* (Sinclair/Hickey)*
- IX. EXECUTIVE SESSION\* (*scheduled*)
- A. *Strategic Planning*
  - B. *CEO Goals and Parameters & Project Specific Objectives (Correspondence)*
- X. DIRECTOR COMMENTS
- XI. ADJOURNMENT\*

\* *Denotes Action Items*

\*\* *Denotes Possible Action Items*

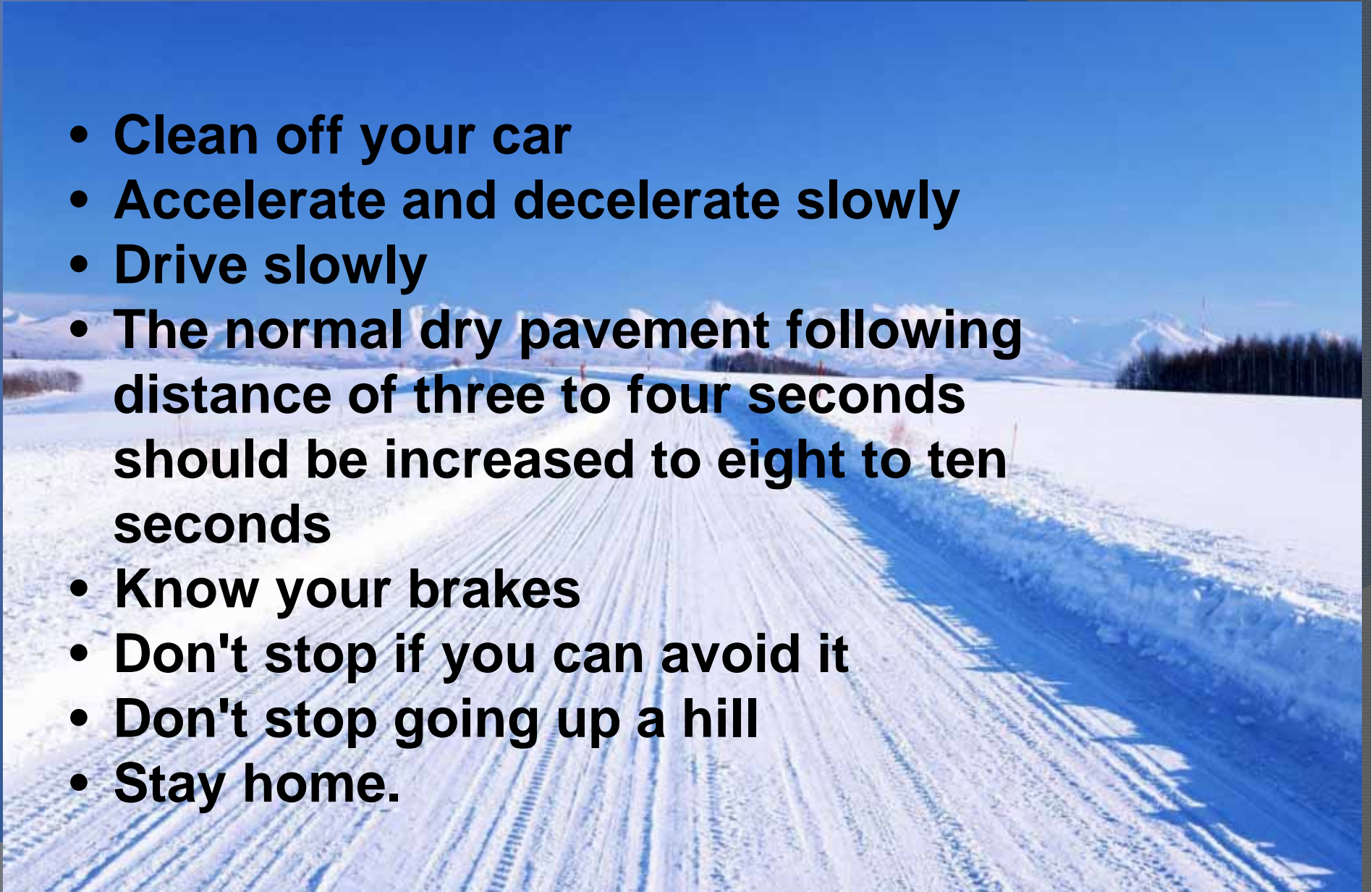
# Tips for driving in the snow:





# TIPS FOR DRIVING IN THE SNOW:

- **Clean off your car**
- **Accelerate and decelerate slowly**
- **Drive slowly**
- **The normal dry pavement following distance of three to four seconds should be increased to eight to ten seconds**
- **Know your brakes**
- **Don't stop if you can avoid it**
- **Don't stop going up a hill**
- **Stay home.**



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[\(/conferences-education/conferences/gettysburg-leadership/\)](/conferences-education/conferences/gettysburg-leadership/)

**Apr 4 - Apr 6, 2018**  
**Gettysburg, PA**



Cooperative.com (</publicHome/Pages/default.aspx>) > Conferences & Education (</conferences-education/Pages/default.aspx>) > Conferences & Meetings (</conferences-education/conferences/Pages/default.aspx>) > Gettysburg Leadership Experience (</conferences-education/conferences/gettysburg-leadership/Pages/default.aspx>) > Spring: April 4 - 6, 2018

MENU ▼

## Gettysburg Leadership Experience for Co-op Leaders

**April 4-6, 2018, Gettysburg, PA**

The approach of The Gettysburg Leadership Experience is to use the Battle of Gettysburg as a historical backdrop for exploring time-tested leadership approaches. Using a case study method, the two and one-half day workshop will focus on:

- » Anticipatory Leadership
- » Clarity of Communication
- » Transactional and Transformational Leadership
- » Predictable Surprises and Negotiating Difficult Conversations

These modules were specifically selected to help cooperative CEOs and Senior Leaders, address contemporary issues facing our industry and your co-op and its workforce specifically. NRECA has worked with FCC Services, and whose membership base is similar to NRECA's, to hone and customize the case studies to ensure a solid connection with our industry.

You don't have to be a history buff or Civil War expert to appreciate the real life leadership demonstrated in Gettysburg so many years ago. We believe the battlefield lessons will come alive for each participant. The program is limited to 30 participants, and we anticipate that the session will sell out quickly.

Gettysburg Leadership Experience for Co-op Leaders is part of the Board Leadership Certificate curriculum, BLC 941.2.

Upon completion of this 2.5 day course directors will earn two credits which can be applied to –

- » Earning the BLC
- » Earning credits after they have completed the BLC to attain Director Gold status
- » Continuing education to maintain the Director Gold certificate

### **What airport should I fly into to attend the Gettysburg Leadership Experience?**

Most attendees that fly in for the Gettysburg Leadership Experience use Thurgood Marshall International Airport (Baltimore) - also referred to as Baltimore Washington International Airport (BWI). It's about a 60-mile drive from the airport to Gettysburg (a 90-minute drive). Both of the Washington airports (Ronald Reagan International Airport and Dulles International) are each over 80 miles away.

### **Are spouses/guests welcome to attend the Gettysburg Leadership Experience?**

Spouses/guests are welcome to attend portions of the Gettysburg Leadership Experience including the trip on the morning of Day 1 to The Museum and Visitor Center at Gettysburg National Military Park which includes the film, *A New Birth of Freedom* and a viewing of the Gettysburg Cyclorama oil painting. Spouses/guests are also welcome to attend the group dinner at the Dobbin House Tavern on the evening of Day 1 <http://www.dobbinhouse.com/> (<http://www.dobbinhouse.com/>). Spouses/guests are not allowed to attend breakfasts, lunches, classroom sessions or battlefield tours. All spouses attending the program must register in advance. The fee for spouses/guests is \$140.

### **What is the daily time schedule for the program?**

- » Day 1 begins with full hot breakfast at 7:00am (participants only) with class beginning at 8:00am. Lunch is provided at noon. The program adjourns at 5:00pm and the group dinner takes place at 6:00pm.
- » Day 2 begins with full hot breakfast at 7:00am (participants only) with class beginning at 8:00am. Lunch is provided at noon. The program adjourns at 5:00pm. Dinner on your own.
- » Day 3 begins with full hot breakfast at 7:00am (participants only) with class beginning at 8:00am. The program adjourns at noon.







**Apr 4 - Apr 6, 2018**  
**Gettysburg, PA**



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MENU ▼

\*Schedule subject to change

## Wednesday, April 4, 2018

6:45 am - 7:30 am	<b>Breakfast at Hotel (Participants only)</b>
Breakfast at Hotel (Participants only) Webster Room	
7:30 am - 8:00 am	<b>Welcome &amp; Introductions</b>
Welcome & Introductions Stevens Room	
8:00 am - 12:00 pm	<b>Module 1: "The High Ground" – Anticipatory Leadership</b>
<b>Module 1: "The High Ground" – Anticipatory Leadership</b>  Stevens Room	

	<ul style="list-style-type: none"> <li>• Prelude &amp; Discussion</li> <li>• Guided Discussion</li> <li>• Video Case Study</li> <li>• Battlefield Tour &amp; guided discussion with Terry Fox</li> <li>• Return to Hotel for discussion and application to today's leadership</li> </ul>
12:00 pm - 1:00 pm	<b>Lunch at Hotel (Participants only)</b>
	Lunch at Hotel (Participants only) Webster Room
1:15 pm - 1:30 pm	<b>Meet in Hotel Lobby</b>
	Meet in Hotel Lobby for Learning Excursion departure
1:30 pm - 5:00 pm	<b>Learning Excursion: The Museum and Visitor Center at Gettysburg National Military Park</b>
	<p><b>Learning Excursion: The Museum and Visitor Center at Gettysburg National Military Park</b></p> <ul style="list-style-type: none"> <li>• Film &amp; Cyclorama</li> <li>• Tour Museum &amp; Gift Shop</li> </ul> <p>Return to Hotel</p>
6:15 pm - 6:30 pm	<b>Meet in Hotel Lobby for Group Transportation to Dinner</b>
	Meet in hotel Lobby for Group Transportation to Dinner
6:30 pm - 8:00 pm	<b>Reception and Dinner</b>
	Reception and Dinner Dobbin House Tavern
8:15 pm	<b>Group Transportation returns to Hotel</b>

Group Transportation returns to Hotel

## Thursday, April 5, 2018

6:45 am - 7:30 am

### Breakfast at Hotel (Participants only)

Breakfast at Hotel (Participants only)  
Webster Room

7:45 am - 8:00 am

### Welcome & Overview of the Day

Welcome & Overview of the Day  
Stevens Room

8:00 am - 12:00 pm

### Module 2: "The Left Flank" – Transactional/Transformational Leadership

#### Module 2: "The Left Flank" – Transactional/Transformational Leadership

Stevens Room

- Prelude & Discussion
- Shuttle to the Battlefield
- Battlefield Tour and guided discussion with Terry Fox

Return to Hotel for discussion & application to today's leadership

12:00 pm - 1:00 pm

### Lunch at Hotel (Participants only)

Lunch at Hotel (Participants only)  
Webster Room

1:00 pm - 5:00 pm

### Modules 3 and 4: "Pickett's Charge" – Predictable Surprises & Negotiating Difficult Conversations

#### Modules 3 and 4: "Pickett's Charge" – Predictable Surprises & Negotiating Difficult Conversations

Stevens Room

- Prelude & Discussion
- Guided Discussion
- Video Case Study
- Battlefield Tour & guided discussion
- Return to Hotel for application & discussion to today's leadership

Day 2 Conclusion, Group Planning

5:00 pm - 11:00 pm      **Evening on your own**

Evening on your own

## Friday, April 6, 2018

6:45 am - 7:30 pm      **Breakfast at Hotel (Participants only)**

Breakfast at Hotel (Participants only)  
Webster Room

7:45 am - 8:00 pm      **Welcome & Overview of the Day**

Welcome & Overview of the Day –  
Stevens Room

8:00 am - 11:45 pm      **Module 5: “Lincoln at Gettysburg” – Level Five Leadership**

### **Module 5: "Lincoln at Gettysburg" – *Level Five Leadership***

Stevens Room

- Prelude & Discussion
- Guided Discussion
- Video Case Study
- Battlefield Tour and guided discussion

Return to Hotel

11:45 am - 12:30 pm      **Wrap-up & Take-away Exercise**



Wrap-up & Take-away Exercise  
Stevens Room

12:30 pm

**Adjourn**

Adjourn



**Apr 8 - Apr 10, 2018**  
**Washington, DC**





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MENU ▼

## Legislative Conference

Every year, NRECA welcomes co-op grassroots advocates to Washington for the annual Legislative Conference. Directors, managers, and employees of member-owned electric cooperatives come from across America to spend time on Capitol Hill talking to their congressional delegations and congressional staff about legislative issues affecting electric cooperatives and their member-owners.

### 2017 Legislative Conference Issues Documents

- »  [NRECA 2017 Legislative Conference Pocket Card \(/conferences-education/conferences/legislative/Documents/2017\\_final\\_pocket\\_card.pdf\)](/conferences-education/conferences/legislative/Documents/2017_final_pocket_card.pdf)
- »  [NRECA Fast Facts - Support Modernization and Reform of the Endangered Species Act \(/layouts/15/download.aspx?SourceUrl=https://www.cooperative.com/conferences-education/conferences/legislative/Documents/final\\_fast\\_fact\\_es.doc.pdf\)](/layouts/15/download.aspx?SourceUrl=https://www.cooperative.com/conferences-education/conferences/legislative/Documents/final_fast_fact_es.doc.pdf)

- »  [NRECA Fast Facts - Electric Cooperative Energy Tax Priorities \(/conferences-education/conferences/legislative/Documents/final\\_fast\\_fact\\_geothermal\\_nuclear\\_and\\_carbon\\_capture.pdf\)](/conferences-education/conferences/legislative/Documents/final_fast_fact_geothermal_nuclear_and_carbon_capture.pdf)
- »  [NRECA Fast Facts - Protect Funding for Low Income Home Energy Assistance Program \(/conferences-education/conferences/legislative/Documents/final\\_fast\\_fact\\_liheap\\_final.pdf\)](/conferences-education/conferences/legislative/Documents/final_fast_fact_liheap_final.pdf)
- »  [NRECA Fast Facts - Rural Utilities Service \(RUS\) Electric Loan Program \(/conferences-education/conferences/legislative/Documents/final\\_fast\\_fact\\_rus\\_.pdf\)](/conferences-education/conferences/legislative/Documents/final_fast_fact_rus_.pdf)
- »  [NRECA Fast Facts - Improve Federal Land Management Policies to Strengthen Grid Reliability \(/conferences-education/conferences/legislative/Documents/final\\_fast\\_fact\\_vegetation\\_management\\_.pdf\)](/conferences-education/conferences/legislative/Documents/final_fast_fact_vegetation_management_.pdf)

## Future Legislative Conference Dates

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- » April 28-30, 2019
- » April 26-28, 2020

## Contact Us

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### Program

Sharon Agranov

[sharon.agranov@nreca.coop](mailto:sharon.agranov@nreca.coop) (mailto:sharon.agranov@nreca.coop)

703-907-5785

### Hotel and Housing

Michelle Rasper Gagain

[michelle.raspergagain@nreca.coop](mailto:michelle.raspergagain@nreca.coop) (mailto:michelle.raspergagain@nreca.coop)

703-907-6785

General Questions

Member Contact Center

[member-support@cooperative.com](mailto:member-support@cooperative.com) (<mailto:member-support@cooperative.com>)

1-877-766-3226

## Also of Interest

- » [Hear what members have to say about the Legislative Conference \(/library/videos/Pages/Legislative-Conference-Why-You-Should-Go.aspx\)](/library/videos/Pages/Legislative-Conference-Why-You-Should-Go.aspx)
- » [2015 Legislative Conference Coverage \(ECT.coop\) \(http://www.ect.coop/conference-coverage/grassroots-summit\)](http://www.ect.coop/conference-coverage/grassroots-summit)
- » [NRECA Statewide Contacts \(XLS\) \(/ layouts/15/download.aspx?SourceUrl=https://www.cooperative.com/conferences-education/conferences/legislative/Documents/NRECAStatewideContacts.xls\)](/layouts/15/download.aspx?SourceUrl=https://www.cooperative.com/conferences-education/conferences/legislative/Documents/NRECAStatewideContacts.xls)



**Apr 8 - Apr 10, 2018**  
**Washington, DC**



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MENU ▼

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## Sunday, April 8, 2018

1:00 pm - 10:00 pm	<b>Shuttle buses from Marriott Marquis and Renaissance to Hyatt Regency</b>
Shuttle buses from Marriott Marquis and Renaissance to Hyatt Regency	
2:00 pm - 7:00 pm	<b>Registration Desk Open</b>
Registration Desk Open ( <i>Columbia Foyer</i> )	
7:00 pm - 8:30 pm	<b>Welcome Reception</b>
Welcome Reception ( <i>Regency Ballroom</i> )	



## Monday, April 9, 2018

7:00 am - 6:30 pm	<b>Shuttles buses from Marriott Marquis and Renaissance to Hyatt Regency</b>
Shuttles buses from Marriott Marquis and Renaissance to Hyatt Regency	
7:30 am - 5:00 pm	<b>Registration Desk Open</b>
Registration Desk Open ( <i>Columbia Foyer</i> )	
8:00 am - 5:00 pm	<b>Co-op Action Center Lounge Open</b>
Co-op Action Center Lounge Open ( <i>Regency Foyer</i> )	
9:00 am - 10:15 am	<b>First Set of Forums</b>
First Set of Forums	
10:15 am - 10:30 am	<b>Coffee Break</b>
Coffee Break ( <i>Hall of Battles</i> )	
10:30 am - 11:45 am	<b>Second Set of Forums</b>
Second Set of Forums	
2:00 pm - 4:00 pm	<b>General Session and Legislative Briefing</b>
General Session and Legislative Briefing ( <i>Regency Ballroom</i> )	

## Tuesday, April 10, 2018

6:30 am - 6:30 pm	<b>Shuttles buses from Marriott Marquis and Renaissance to Hyatt Regency</b>
Shuttles buses from Marriott Marquis and Renaissance to Hyatt Regency	
7:30 am - 2:00 pm	<b>Registration Desk Open</b>
Registration Desk Open ( <i>Columbia Foyer</i> )	
8:00 am - 3:00 pm	<b>Co-op Action Center Lounge Open</b>
Co-op Action Center Lounge Open ( <i>Regency Foyer</i> )	
9:00 am - 10:30 am	<b>General Session</b>
General Session	

## Wednesday, April 11, 2018

8:00 am - 3:00 pm	<b>Shuttle buses from Marriott Marquis and Renaissance to Capitol Hill</b>
Shuttle buses from Marriott Marquis and Renaissance to Capitol Hill	

# February 2018

January 2018							March 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<div>● 12:00PM - 1:30PM REAP Public Policy Committee (Cooper/ Parks) (REAP Offices Downtown)</div>	
28	29	30	31	1	2	3
		<div>● 5:30PM - 7:00PM Elections Committee Meeting (Chugach Boardroom)</div>		<div>● 10:30AM - 12:00PM Mtg w/Chastain &amp; Thibert (Weekly Update) (LDT's Office)</div>	<div>● 12:30PM - 1:00PM Mtg to Discuss REAP Public Policy Meeting Agenda (BoardroomCR)</div> <div>● 1:30PM - 3:00PM REAP PPC Meeting (Cooper/ Parks) (TBD)</div> <div>● 1:30PM - 3:30PM SPP &amp; Dispatch Tour - Director Morse (Executive Office)</div>	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	<div>● 3:30PM - 4:30PM Mtg w/ Chastain (Review Board Packet) (LDT's Office)</div>	<div>● 3:30PM - 3:45PM Annual Meeting Video - Morse (Dispatch @ Chugach)</div> <div>● 3:45PM - 4:15PM Annual Meeting Video - Parks (Dispatch @ Chugach)</div> <div>● 4:00PM - 7:00PM Regular Board of Directors Meeting (All) (BoardroomCR)</div>	<div>● 3:30PM - 4:30PM Presentation to REAP - ML&amp;P Acquisition (Cooper/Stuart) (Chugach BoardroomCR)</div>	NRECA Annual Meeting - (Director Education 2/22 - 2/25) (An... ♦ Nashville, TN)		
				<div>● 5:30PM - 7:00PM Bylaws Committee Meeting (Reeves (BoardroomCR)</div>		
25	26	27	28	1	2	3

# March 2018

February 2018							April 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28				29	30					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	1	2	3
				<ul style="list-style-type: none"> <li>5:30PM - 8:00PM NWPPA Board of Trustees Dinner (Parks) (Anchorage Downtown Hilton)</li> </ul>		
4	5	6	7	8	9	10
			<ul style="list-style-type: none"> <li>3:30PM - 4:30PM Presentation to REAP (Community Solar) (Redoubt Room (Alaska Communications Business Center))</li> </ul>		<ul style="list-style-type: none"> <li>9:00AM - 12:00PM ARCTEC - RCA Meeting on RRC Effort (Public Workshop) (Details to Follow)</li> </ul>	
11	12	13	14	15	16	17
	<ul style="list-style-type: none"> <li>4:00PM - 8:00PM Audit &amp; Finance Committee Followed by Special Board of Directors Meeting (BoardroomCR)</li> </ul>		Tentative Board Trip to ... ♦ Juneau, AK			
18	19	20	21	22	23	24
			<ul style="list-style-type: none"> <li>4:00PM - 7:00PM Regular Board of Directors Meeting (BoardroomCR)</li> </ul>			
25	26	27	28	29	30	31

# April 2018

March 2018							May 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5
4	5	6	7	8	9	10	6	7	8	9	10	11	12
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30	31	27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
NRECA Legislative Confer... ♦ Washington DC						
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

● 11:00AM - 2:00PM  
REAP Quarter Board  
Meeting (TBD)

● 3:30PM - 4:00PM MS-  
ESS Ribbon Cutting  
(Meet in the Board  
Room)  
● 4:00PM - 7:00PM  
Regular Board of  
Directors Meeting  
(BoardroomCR)

● 4:00PM - 5:30PM  
Special Board of  
Directors' - Candidate  
Forum (TrainingRoom)



# May 2018

April 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

June 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2	3	4	5
6	7	8	4:00PM - 7:00PM Audit and Finance Committee Meeting (Chugach Boardroom)	9	10	11
12						
13	14	15	16	17	18	19
20	21	5:00PM - 8:30PM 2018 Chugach Annual Meeting (Dena'ina Center)	4:00PM - 7:00PM Regular Board of Directors Meeting (Board of Directors Meeting)	24	25	26
27	Memorial Day ♦ Ur	28	29	30	31	1
						2

# June 2018

May 2018							July 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	5	1	2	3	4	5	6
6	7	8	9	10	11	12	8	9	10	11	12	13	14
13	14	15	16	17	18	19	15	16	17	18	19	20	21
20	21	22	23	24	25	26	22	23	24	25	26	27	28
27	28	29	30	31			29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
● 1:00PM - 5:00PM Chugach Picnic (Alaska Zoo)						
3	4	5	6	7	8	9
10	11	12	13	14	15	16
					NRECA Summer Schools... ♦ Coeur D' Ale	
17	18	19	20	21	22	23
NRECA Summer Schools for Directors (West) ♦ Coeur D' Alene, ID					● 9:30AM - 2:30PM Tentative Board Trip to Beluga - Unit 3 Outage (All) (Details to Follow)	
			● 4:00PM - 7:00PM Regular Board of Directors Meeting (BoardroomCR)			
24	25	26	27	28	29	30

# July 2018

June 2018							August 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2			1	2	3	4	
3	4	5	6	7	8	9	5	6	7	8	9	10	11
10	11	12	13	14	15	16	12	13	14	15	16	17	18
17	18	19	20	21	22	23	19	20	21	22	23	24	25
24	25	26	27	28	29	30	26	27	28	29	30	31	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Independence Day			
1	2	3	4	5	6	7
8	9	10	4:00PM - 6:00PM TENTATIVE: Internal Controls Workshop (BoardRoomCR)	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	NRECA Summer School ... ♦ Savannah, GA	
NRECA Summer School for Directors (East) ♦ Savannah, GA						
29	30	31	1	2	3	4

# August 2018

July 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
NRECA Summer School for Directors (East) ♦ Savannah, GA						
29	30	31	1	2	3	4
			4:00PM - 7:00PM Audit and Finance Committee Meeting (BoardroomCR)			
5	6	7	8	9	10	11
12	13	14	15	16	17	18
			4:00PM - 7:00PM Regular Board of Directors' Meeting (BoardroomCR)			
19	20	21	22	23	24	25
		Strategic Planning w/Board ♦ Talkeetna Alaskan Lodge ♦ Connie Owens				
26	27	28	29	30	31	1

# September 2018

August 2018							October 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		1	2	3	4	5	6
5	6	7	8	9	10	11	7	8	9	10	11	12	13
12	13	14	15	16	17	18	14	15	16	17	18	19	20
19	20	21	22	23	24	25	21	22	23	24	25	26	27
26	27	28	29	30	31		28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27 Labor Day ♦ United	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12 4:00PM - 7:00PM Regular Board of Directors' Meeting (BoardroomCR)	13	14	15
16	17	18	19	20	21	22
23	24	2018 NRECA Region 9 Meeting (9/25 Pr... ♦ Anchorage, Alaska)				28
30	1	2	3	4	5	6



# October 2018

September 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

November 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

● 4:00PM - 7:00PM  
Regular Board of  
Directors' Meeting  
(BoardroomCR)

# November 2018

October 2018							December 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1
7	8	9	10	11	12	13	2	3	4	5	6	7	8
14	15	16	17	18	19	20	9	10	11	12	13	14	15
21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30	31				23	24	25	26	27	28	29
							30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
		● 4:00PM - 7:00PM Audit and Finance Committee Meeting (Budget) (BoardroomCR)	● 4:00PM - 7:00PM Audit and Finance Committee Meeting (BoardroomCR)			
4	5	6	7	8	9	10
11	12	13	14	15	16	17
				Thanksgiving Holid	Thanksgiving Holid	
18	19	20	21	22	23	24
			● 4:00PM - 7:00PM Regular Board of Directors' Meeting (BoardroomCR)		NRECA Winter School ... ♦ Nashville, TN	
25	26	27	28	29	30	1

# December 2018

November 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

January 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<div> <div></div> <div>4:00PM - 7:00PM Regular Board of Directors' Meeting (BoardroomCR)</div> </div>		<div> <div></div> <div>NRECA Winter School ... ♦ Nashville, TN</div> </div>	
25	26	27	28	29	30	1
<div> <div></div> <div>NRECA Winter School for Directors ♦ Nashville, TN</div> </div>						
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	<div> <div></div> <div>4:00PM - 7:00PM Regular Board of Directors' Meeting (BoardroomCR)</div> </div>	19	20	21
23	<div> <div></div> <div>Christmas Eve Holi</div> </div>	<div> <div></div> <div>Christmas Day Holi</div> </div>				22
30	24	25	26	27	28	29
	<div> <div></div> <div>New Year's Eve Holi</div> </div>	<div> <div></div> <div>New Year's Day Holi</div> </div>				
31		1	2	3	4	5

# January 2019

December 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2019						
S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		New Year's Day Holiday				
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

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

**January 22, 2018**  
**Monday**  
**4:00 p.m.**

**SPECIAL BOARD OF DIRECTORS' MEETING**

Recording Secretary: Arden Quezon-Vicente

**I. CALL TO ORDER**

Vice Chair Chastain called the Special Board of Directors Meeting to order at 4:04 p.m. in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Roll Call*

*Board Members Present:*

Bettina Chastain, Vice Chair

Jim Henderson, Secretary

Sisi Cooper, Treasurer (*via teleconference and in-person*)

Susan Reeves, Director (*via teleconference*)

Harry Crawford, Director

Stuart Parks, Director

*Guests and Staff in Attendance:*

Lee Thibert

Renee Curran

Divina Portades

Paul Risse

Tom Schulman

Mark Johnson

Brian Hickey

Connie Owens

Mark Begich, Northern

Tyler Andrews

Arthur Miller

Compass Group

Julie Hasquet

Mark Fouts

Rachel Barinbaum, Northern

Rachel Morse

Compass Group

**II. APPROVAL OF THE AGENDA**

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

**III. PERSONS TO BE HEARD**

*A. Member Comments*

None

**IV. CEO REPORTS AND CORRESPONDENCE**

None

**V. DIRECTORS REPORTS**

None

## **VI. UNFINISHED BUSINESS**

- A. *Administer Oath of Office to Newly Appointed Board Member\* (Board)*  
Mark Johnson, Legal Counsel, administered the Oath of Office to Rachel Morse, newly appointed Board Member.

## **VII. EXECUTIVE SESSION**

- A. *Strategic Planning*  
1. *Board Policy 404*  
2. *Overview of Current Collective Bargaining Agreements*  
3. *Transition Agreement*  
i. *Board Q&A on Draft Transition Agreement*  
ii. *Chugach/ML&P Term Sheet – 12/18/17*  
B. *CEO Goals and Parameters and Project Specific Objectives*

At 4:08 p.m., Director Crawford moved and Director Parks seconded the motion that pursuant to Alaska Statute 10.25.175 (c) (1) and (3) the Board of Directors go into executive session to: 1) discuss and receive reports regarding financial matters, the immediate knowledge of which would clearly have an adverse effect on the finances of the cooperative; and, 2) discuss attorney-client privileged information, 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 8:59 p.m.*

*Director Cooper arrived during the Executive Session.*

## **VIII. NEW BUSINESS**

- A. *Transition Agreement Resolution\*\* (Board)*  
Director Cooper moved and Director Crawford seconded the motion that the Board of Directors' approve the attached Resolution authorizing the Chief Executive Officer to execute the Transition Agreement as discussed in Executive Session. The motion passed unanimously.

## **IX. DIRECTOR COMMENTS**

Director comments were made at this time.

## **XI. ADJOURNMENT**

At 9:03 p.m., Director Cooper moved and Director Morse seconded the motion to adjourn. The motion passed unanimously.

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James Henderson, Secretary  
Date Approved: February 20, 2018

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

**January 24, 2018**  
**Wednesday**  
**4:00 p.m.**

**REGULAR BOARD OF DIRECTORS' MEETING**

Recording Secretary: Divina Portades

**I. CALL TO ORDER**

Vice Chair Chastain called the Regular Board of Directors Meeting to order at 4:03 p.m. in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Pledge of Allegiance*

Vice Chair Chastain led the Board in the Pledge of Allegiance.

*B. Roll Call*

*Board Members Present:*

Bettina Chastain, Vice Chair

Jim Henderson, Secretary

Sisi Cooper, Treasurer

Susan Reeves, Director

Harry Crawford, Director

Stuart Parks, Director

Rachel Morse, Director

*Guests and Staff in Attendance:*

Lee Thibert

Jody Wolfe

Todd McCarty

Connie Owens

Renee Curran

Kathy Harris

Paul Risse

Tom Schulman

Nate Schlinggen

Brian Hickey

Jon Sinclair

Ron Vecera

Tyler Andrews

Sean Skaling

Theresa Quigley

Mark Johnson

Rodney Kaas

Matt Moore, Member

Julie Hasquet

Josh Resnick

Elizabeth Stuart, KPMG

Mark Fouts

Marty Freeman

Mark Begich, Northern

Arthur Miller

Arden Quezon-Vicente

Compass

*C. Safety Minute*

Marty Freeman, Manager, Safety discussed “Ice Safety/Ice Rescue” and responded to questions from the Board.

**II. APPROVAL OF THE AGENDA**

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

### III. EXECUTIVE SESSION

#### A. *Discussion – Election of Officers*

At 4:12 p.m., Director Parks moved and Director Cooper seconded the motion that pursuant to Alaska Statute 10.25.175 (c) (2) the Board of Directors go into executive session to engage in a deliberative process addressing personnel matters that may tend to prejudice the reputation or character of a person; however, the person may request a public discussion. The motion passed unanimously.

*The meeting reconvened in open session at 4:53 p.m.*

### IV. NEW BUSINESS

#### A. *Election of New Officers\* (Board)*

*Vice Chair Chastain called on Tom Schulman, Legal Project Administrator and Mark Johnson, Outside Counsel. Mr. Schulman and Mr. Johnson discussed the process of electing new officers and responded to questions from the Board.*

*Vice Chair Chastain opened the floor to nominations for Chair of the Board.*

Director Reeves nominated Vice Chair Chastain for Chair of the Board and Director Cooper seconded the nomination.

Director Parks nominated Director Henderson for Chair of the Board and Director Crawford seconded the nomination.

No other nominations were made. Director Reeves called for a vote. No objections were made.

The Board of Directors' voted as follows:

Director Chastain – voted for herself  
Director Cooper – Director Chastain  
Director Crawford – Director Henderson  
Director Henderson – voted for himself  
Director Morse – abstained  
Director Parks – Director Chastain  
Director Reeves – Director Chastain

*The result of the vote: Vice Chair Chastain was elected Chair of the Board by 4 to 2 votes.*

*Chair Chastain opened the floor to nominations for the Vice Chair of the Board.* Director Crawford nominated Director Reeves for Vice Chair of the Board and Director Cooper seconded the nomination.

Director Parks nominated Director Henderson for Vice Chair of the Board and Director Cooper seconded the nomination.

No other nominations were made. Chair Chastain called for a vote.



The following Directors' voted as follows:

Director Chastain – Director Reeves

Director Cooper – Director Reeves

Director Crawford – Director Reeves

Director Henderson – voted for himself

Director Morse – Director Reeves

Director Parks – Director Henderson

Director Reeves – voted for herself

*The result of the vote: Director Reeves was elected Vice Chair of the Board by 5 to 2 votes.*

## **V. PERSONS TO BE HEARD**

### *A. Member Comments*

None

## **VI. CONSENT AGENDA**

### *A. Board Calendar*

### *B. Training and Conferences*

- 1. Gettysburg Leadership Experience for Co-Op Leaders, April 4-6, 2018, Gettysburg, PA (Deadline for conference and hotel registration is March 1, 2018)*
- 2. 2018 NRECA Legislative Conference, April 8-10, 2018, Washington, DC (Deadline for conference and hotel registration is March 2, 2018)*

### *C. Minutes*

- 1. December 18, 2017, Special Board of Directors' Meeting (Portades)*
- 2. December 20, 2017, Regular Board of Directors' Meeting (Quezon-Vicente)*
- 3. December 21, 2017, Special Board of Directors' Meeting (Portades)*
- 4. December 26, 2017, Special Board of Directors' Meeting (Quezon-Vicente)*

### *D. Director Expenses*

*Chair Chastain stated that if interested in attending Gettysburg Leadership Experience for Co-Op Leaders and 2018 NRECA Legislative Conference, to coordinate with Connie Owens.*

*Director Henderson will be attending the April 4-6, 2018, Gettysburg Leadership Experience for Co-Op Leaders.*

Director Cooper moved and Director Reeves seconded the motion to approve the consent agenda. The motion passed unanimously.

## **VII. CEO REPORTS AND CORRESPONDENCE**

### *A. 4<sup>th</sup> Quarter 2017 Safety Report (Freeman/Andrews)*

The 4<sup>th</sup> Quarter 2017 Safety Report was provided in the meeting packet.

Lee Thibert, Chief Executive Officer (CEO) discussed the 4<sup>th</sup> Quarter 2017 Safety Report and reported on the Apprentice Lineman injury.

Tyler Andrews, Vice President, Member and Employee Services, responded to questions from the Board.

*B. Member Attitude Survey (Hasquet/Andrews)*

The Member Attitude Survey was provided in the meeting packet.

Lee Thibert, CEO, and Julie Hasquet, Manager, Corporate Communication discussed the member attitude survey and responded to questions from the Board.

Chair Chastain deferred further discussion on the member attitude survey in the Executive Session.

*C. November 2017 Financial Statements and Variance Report (Harris/Curran)*

The November 2017 Financial Statements and Variance Report was provided in the meeting packet.

Arthur Miller, Executive Manager, Regulatory and External Affairs, responded to questions from the Board.

*D. NWPPA Board of Trustees Dinner – March 8 @ 5:30 p.m. (Anchorage Downtown Hilton)*

Lee Thibert, Chief Executive Officer discussed the dinner invitation from the NWPPA Board of Trustees, scheduled for March 8, 2018 at 5:30 p.m.

## **VIII. DIRECTOR REPORTS**

*A. Alaska Railbelt Cooperative Transmission & Electric Company (ARCTEC) Report*

Lee Thibert, CEO, reported on the possible presentations to the legislators in February 6 & 13, 2018 on the ISO/Transco.

Paul Risse, Sr. Vice President, Production and Engineering, reported on the January 11 & 18, 2018, ARCTEC Board meeting.

*B. Board Committee Reports (Audit and Finance, Operations & Governance)*

Director Cooper stated that there is none to report on Audit and Finance Committee.

Chair Chastain stated that there is none to report on Operations Committee.

Vice Chair Reeves stated that there is none to report on Governance Committee.

*C. Other Meeting Reports*

Director Crawford reported on the January 23, 2018, Election Committee meeting.

Directors Cooper and Parks reported on the January 11, 2018, REAP Quarterly Board meeting.

**IX. UNFINISHED BUSINESS**

None

**X. NEW BUSINESS**

*A. Project Authorization for International Substation Retirements(INSS)\* (Sinclair/Hickey)*

Director Reeves moved and Director Cooper seconded the motion that the Board of Directors' authorizes the Chief Executive Officer (CEO) to approve project expenditures for Retire of the INSS 138 kV Facilities at an estimated amount of \$2,700,000 with an estimated completion date of December 2018.

Lee Thibert, CEO, Brian Hickey, Sr. Vice President, System Operations and Jon Sinclair, Sr. Manager, Transmission Engineering discussed the project authorization for International Substation Retirements and responded to questions from the Board.

After discussion, Chair Chastain called for a vote. The motion passed unanimously.

*B. Appointment of ARCTEC Member, Management and Alternate Representatives\* (Board)*

Director Cooper moved and Director Morse seconded the motion that the Board of Directors' adopts the Resolution appointing Director Crawford as Chugach's Member Representative, Lee Thibert as Management Representative and Director Parks as Alternate Representative to the ARCTEC Board of Directors.

After discussion, the Board agreed to vote separately on Chugach's appointment of ARCTEC Member Representative and alternate.

Director Cooper withdrew the original motion. No objections were made.

*Chair Chastain opened the floor to nominations for Chugach's ARCTEC Member Representative.*

Director Reeves nominated Director Crawford as Chugach's Member Representative and Director Crawford seconded the nomination. No other nominations were made. Director Crawford's nomination as Chugach's ARCTEC Member Representative passed unanimously.

*Chair Chastain opened the floor to nominations for Chugach's ARCTEC Alternate Representative.*

Director Cooper nominated Director Henderson for Chugach's ARCTEC Alternate Representative and Director Reeves seconded the nomination.

Chair Chastain nominated Director Parks for Chugach's ARCTEC Alternate

Representative and Director Cooper seconded the nomination.

No other nominations were made. Chair Chastain called for a vote and stated that there are two candidates for Chugach's ARCTEC Alternate Representative.

*The result of the vote: Director Henderson was nominated as Chugach's ARCTEC Alternate Representative by 5 to 2 votes.*

Director Cooper moved and Director Morse seconded the motion that the Board of Directors' adopts the Resolution appointing Director Crawford as Chugach's Member Representative, Lee Thibert as Management Representative and Director Henderson as Alternate Representative to the ARCTEC Board of Directors. The motion passed unanimously.

C. *Appointment of 2018 CFC Voting Delegate and Alternate\* (Board)*

Director Reeves moved and Director Henderson seconded the motion that the Board of Directors' appoints Director Henderson as the 2018 CFC voting delegate and Director Reeves as the alternate. The motion passed unanimously.

**XI. EXECUTIVE SESSION**

- A. *Strategic Planning*
- B. *CEO Goals and Parameters and Project Specific Objectives*

At 5:40 p.m., Director Reeves moved and Director Cooper seconded the motion that pursuant to Alaska Statute 10.25.175 (c)(1) and (3) the Board of Directors go into executive session to: 1) discuss and receive reports regarding financial matters, the immediate knowledge of which would clearly have an adverse effect on the finances of the cooperative; and, 2) receive reports upon legal matters that are attorney/client privileged, 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 8:18 p.m.*

**XII. DIRECTOR COMMENTS**

Director comments were made at this time.

**XIII. ADJOURNMENT**

At 8:24 p.m., Director Cooper moved and Director Morse seconded the motion to adjourn. The motion passed unanimously.

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James Henderson, Secretary

Date Approved: February 20, 2018

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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 20, 2018**

**ACTION REQUIRED**

**AGENDA ITEM NO. IV.D.**

<u>      </u>	<b>Information Only</b>
<u>  <b>X</b>  </u>	<b>Motion</b>
<u>      </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

Director Expenses

**DISCUSSION**

The Director's expenses will be submitted for approval at the board meeting.

**MOTION**

*(Consent Agenda)*

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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 20, 2018**

**ACTION REQUIRED**

**AGENDA ITEM NO. IV.E.**

<u>      </u>	<b>Information Only</b>
<u>  <b>X</b>  </u>	<b>Motion</b>
<u>  <b>X</b>  </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

Bank Signature Cards

**DISCUSSION**

Chair Reiser resigned from the Board of Directors' effective December 31, 2017 and Bettina Chastain was elected as the new Board Chair at the January 24, 2018, Regular Board of Directors' meeting. Chugach's bank signature cards are required to be updated to reflect this change, which authorizes the new Board Chair's signatory authority for the Association.

The bank signature cards resolution to update the approved check signers' base on changing of the Board Chair from Janet Reiser to Bettina Chastain, effective February 20, 2018 will be submitted for approval at the board meeting.

**MOTION**

*Consent Agenda*

## **RESOLUTION**

### **Bank Signature Cards**

WHEREAS, effective January 24, 2018, Bettina Chastain was elected as Chugach's new Board Chair, due to the resignation of the previous Board Chair, Janet Reiser, effective December 31, 2017;

WHEREAS, Chugach's bank signature cards are required to be updated to reflect this change, which authorizes the new Board Chair's signatory authority for the Association;

NOW THEREFORE, BE IT RESOLVED, that the resolution contained in the Certified Copy of Corporate Resolution for signing and endorsing checks is adopted; and

BE IT FURTHER RESOLVED, that the Board Chair, Treasurer and the Secretary of the Board are authorized and directed to execute the Certified Copy of Corporate Resolution for signing and endorsing checks and signature cards attached hereto or other documents of a substantially similar type and purpose.

## **CERTIFICATION**

I, James Henderson, do hereby certify that I am the Secretary of Chugach Electric Association, Inc., an electric non-profit cooperative membership corporation organized and existing under the laws of the State of Alaska: that the foregoing is a complete and correct copy of a resolution adopted at a meeting of the Board of Directors of this corporation, duly and properly called and held on the 20<sup>th</sup> day of February, 2018; that a quorum was present at the meeting; that the resolution is set forth in the minutes of the meeting and has not been rescinded or modified.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of this corporation the 20<sup>th</sup> day of February, 2018.

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Secretary

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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 20, 2018**

**ACTION REQUIRED**

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

<u>      </u>	<b>Information Only</b>
<u>  <b>X</b>  </u>	<b>Motion</b>
<u>      </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

Appointment of Nominating Committee Members

**DISCUSSION**

Article IV, Section 4 of the Association's Bylaws provide that the Board of Directors shall appoint a Nominating Committee as provided for in Article XV of the Bylaws. The committee is to consist of not less than five nor more than seven members.

At its November 29, 2017 meeting, the Board appointed one additional member to the Committee for a total of five members. However, one member applied for the Board vacancy in December and was appointed to that position. Another Committee member recently applied to run as a candidate for the Board in the upcoming 2018 annual meeting and thus, is no longer qualified to remain on the Nominating Committee. As a result, the Committee no longer meets the minimum number requirement stated in the Bylaws.

Chugach reached out to other member committees and three members have agreed to volunteer for the Nominating Committee for this year. They include Michael Powell, Jessica Koloski and Mary P. (Patti) Bogan. Although the Board has previously appointed these members to other committees, their application packets are attached for review. The addition of these three individuals would bring the Nominating Committee membership from three to six members.

**MOTION**

Move that the Board of Directors appoint Michael Powell, Jessica Koloski and Mary P. (Patti) Bogan to the Nominating Committee for a one-year term.



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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 20, 2018**

**ACTION REQUIRED**

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

<u>      </u>	<b>Information Only</b>
<u>  <b>X</b>  </u>	<b>Motion</b>
<u>      </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

Approval of 2018 Date of Record

**DISCUSSION**

In order to allow time to prepare, the Board of Directors' needs to set a record date for the 2018 annual meeting and election in accordance with Article III, Section 7 of Chugach's bylaws and Alaska Statute 10.25.125, which states:

Sec. 10.25.125 Record date. To determine the members entitled to notice of a meeting of the members or to vote on a matter that is to be submitted to a vote of the members, or for any other proper purpose, the board of directors may fix a date that occurs no more than 30 days before the date of notice or distribution of mail ballots as the record date for the determination. If a record date is not fixed for the determination of members entitled to notice of a meeting or to vote on a matter, the date on which notice of the meeting or of mail voting is first mailed is the record date. When a determination of members entitled to vote at a meeting is made, the determination applies until the meeting is adjourned sine die.

The Election Committee discussed the record date at its January 23, 2018 meeting and voted to recommend that the Board of Directors set April 5, 2018, as the record date for the 2018 annual meeting and election. The date of the annual meeting and election is May 22, 2018.

**MOTION**

Move that the Board of Directors' set April 5, 2018, as the Date of Record for Chugach's 2018 election.

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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 21, 2018**

**ACTION REQUIRED**

**AGENDA ITEM NO. VIII.C.**

<u>      </u>	<b>Information Only</b>
<u>  <b>X</b>  </u>	<b>Motion</b>
<u>      </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

Approval of 2018 Master Election Judge

**DISCUSSION**

The Chugach bylaws state the board shall appoint an Election Committee consisting of the Master Election Judge and not more than 12 election judges. At its January 23, 2018 meeting, the Election Committee voted to recommend that Stacey Horn be appointed as the 2018 Master Election Judge.

**MOTION**

Move that the Board of Directors appoint Stacey Horn as the 2018 Master Election Judge.

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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 20, 2018**

**ACTION REQUIRED**

**AGENDA ITEM NO. VIII.D.**

<u>      </u>	<b>Information Only</b>
<u>  <b>X</b>  </u>	<b>Motion</b>
<u>      </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

2018 Election Procedures

**DISCUSSION**

The Chugach bylaws state the Election Committee “shall devise such procedures, and adopt such rules and regulations, subject to the approval of the board of directors, as may be reasonably necessary or convenient to the discharge of the election committee’s responsibilities. These responsibilities shall include, but are not limited to (1) the registration of members at the annual or special meeting, and (2) the obligation of insuring the fairness, impartiality, confidentiality, and integrity of the voting process.”

The Election Committee met on January 23, 2018 and February 6, 2018, at which they reviewed and updated the procedures to reflect 2018 dates and procedures.

A copy of the 2018 Election Procedures is attached.

**MOTION**

Move that the Board of Directors approve the 2018 Election Procedures as recommended by the Election Committee.

**Chugach Electric Association, Inc.**  
**Anchorage, Alaska**  
**2018 Election Procedures**

The Election Committee adopted the following procedures:

**General**

1. An Election Contractor will be hired to conduct the mechanics of the election. The Master Election Judge and/or their designee(s) may observe all activities of the Election Contractor as described in the Election Procedures.
2. The Election Committee will select a Master Election Judge, recommend a date of record, and prepare election procedures annually. The Election Committee reviews all ballot wording prior to transmitting ballots to members.
3. April 5, 2018 is the record date for the election. In order to participate in the election, a person or non-natural entity must be a Chugach member by the close of business on this date.
4. Chugach will prepare and mail letters to the non-natural members in early March advising them of the current designated voter for their membership and how to update the designated voter if it has changed. Non-natural members may change their designated voter using voting signature cards returned by the close of business on the date of record.
5. Post-date of record, Chugach will prepare a member voter file. The member voter file will include a flag for non-natural members to assist the Election Contractor in maintaining separate statistics for different classes of voters. It will contain the member numbers as well as member names, mailing addresses, telephone numbers, and email address (if available). In addition, the non-natural members' designated voter will be included in the voter file.
6. The Election Contractor will produce a membership roster from the member voter file, sorted in alphabetical order, showing those members eligible to participate in the election as of the date of record.
7. Chugach will send one or more mailings to all members of record advising them of the electronically based election. The communication will provide them with details of the upcoming election and request updated email addresses from all members, it will also contain language to explain that paper ballots will be available upon request.
8. The Chugach Electric Website and any printed election materials will include the election brochure (containing candidate statements, a summary of the proposed

bylaw changes, director attendance and voting records), and the unaudited financial statement information. Instructions for signing up to receive election materials electronically and how to request a paper ballot, as well as, directions on how to report suspected voter fraud and a reminder that the right to vote may not be transferred (no proxy voting), will be included.

9. The first valid ballot received will be the ballot counted. If a mail ballot envelope is received first, the Election Contractor will disable the member's electronic voting account. If the mail ballot envelope is later determined to be invalid by the Election Committee, the Election Contractor will notify the member and provide information on how the member can cast a valid ballot.
10. If an invalid ballot envelope is received less than 10 calendar days before the election but before the balloting deadline, the Election Contractor will attempt to call the member to notify the member of the problem and provide information on how the member can cast a valid ballot.
11. On the day of the annual meeting, the Election Contractor will provide the membership roster (including member numbers) with "voted" next to the name of each member who has cast a valid ballot for meeting registration.
12. In-person voting is allowed at the Annual Meeting, May 22, 2018, for members who have not previously cast a valid ballot.
13. On the evening of the Annual Meeting, the Election Contractor will oversee the registration of members and check the voting status. All members, or the designated voter for non-natural members, will get a voting card. Members by the date of record who have not cast a valid ballot will be given the option to vote in-person, either electronically at one of the voting stations provided, or by paper ballot for in-person voting, which will be distinctive in appearance from the mail ballots. Once the member selects a voting method, the alternate voting method will be disabled.
14. Following the close of voting at the Annual Meeting, the Election Contractor, observed by at least two members of the election committee, will count those ballots cast in person at the meeting. The results of in-person voting, both electronic and paper, will be combined with those of the previous voting. The Election Contractor will prepare a ballot summary for use by the Master Election Judge.
15. The Master Election Judge will announce the results of the balloting at the Annual Meeting. A representative of the Election Contractor will accompany the Master Election Judge.
16. Provisions for recounts are explained in the Chugach bylaws.

17. The contractor will secure election materials and may destroy them (after receiving written authorization from Chugach), in accordance with Chugach Bylaws, Article III, Section 9(d) which states, "Marked ballots will be retained and secured for a period of ninety (90) days following the election, after which time they may be destroyed."
18. The Election Contractor will prepare and maintain election statistics throughout the election period. Election statistics should include, but are not limited to, voting counts by method of voting, valid and invalid balloting counts, voting activity by period (day and time), voting activity by natural and non-natural members, etc. The Election Contractor will prepare a written election summary annually.

### **Electronic**

1. For electronic voting, the user ID will be the email address on file and a direct voting link will be sent via email to those members eligible to vote in the election.
2. Chugach will notify members via email when voting is open to those members who have provided a validated email address. For those members whose email address fails, Chugach will attempt to contact the member for a valid email address and document the contact attempt within the customer information system (CIS). If no valid email address is provided, the member may request a paper ballot.
3. The electronic voting site will be activated for members to begin voting on the same day that the election packets are mailed.
4. Members may request voting assistance for electronic voting from the Election Contractor. If there is no email address on file, the Election Contractor will refer the member to Chugach Member Services to validate the membership status as of DOR and provide an email address. Member Services will provide the email address to the Election Contractor who may then email the replacement voting link and provide voting instructions to the member.
5. The Election Contractor will ensure electronic voting integrity through auditing and reporting. If an electronic ballot is questioned, it will be brought before the Election Committee to determine validity or invalidity. The Election Committee will meet periodically throughout the balloting period to perform their oversight function.
6. Electronic voting will close at 4:00 PM on Annual Meeting day to allow the database to be updated and secured in preparation for in-person electronic voting at Annual Meeting.

## **Paper**

1. Chugach members retain the right to request paper ballots, (2017 was the first year the default voting method was switched from paper to electronic). Chugach will maintain a list of these requests from the membership from year to year.
2. The following are the three criteria for a valid mail ballot:
  - 1) The ballot envelope must contain the member number,
  - 2) The ballot envelope must contain an appropriate, valid member signature for the member number on the envelope, and
  - 3) No prior valid ballot has been received by the Election Contractor.

A mail ballot is considered received when it is at the Election Contractor's office and has been processed (e.g., validated and entered in the Election Contractor's logs).

3. Chugach will have election materials printed and delivered to the Mailing Contractor by April 09, 2018. The Mailing Contractor will assemble and label election packets, consisting of voting instructions, a paper ballot and return ballot envelope. The Mailing Contractor will deliver the election materials to the Airport Post Office for mailing. All election materials must be delivered to the post office by April 20, 2018.
4. When printed ballots arrive at the Mailing Contractor, the Election Contractor will perform test counts of all ballots in quantities to satisfy themselves as to the number of total ballots received from the printer. Both the sequence of the ballot numbers and the rotation of candidates will be checked.
5. The Election Contractor and/or the Election Committee will ensure the election packets are delivered to the Airport Post Office.
6. Mail ballots must be returned by noon, May 19, 2018 (3 days prior to the Annual Meeting).
7. Every member mailed an election packet is entitled to request a replacement ballot. Members will be referred to the Election Contractor. The Election Contractor must have a 24-hour phone number to handle member calls. The Election Contractor will mail replacements as requested, along with a new return envelope on which the member's name and member number have been printed. The replacement ballot envelope will be stamped "replacement", and "replacement" will be stamped next to the member's name in the roster. A member may request a replacement ballot once during the election. The Election

Contractor will track if a replacement ballot is sent to a member. Members may also request a replacement ballot to vote electronically. See #17.

8. Only the Election Contractor will notify members of the invalidity or validity of their ballot envelopes. Information about the validity or invalidity of individual ballots will not be provided after the election.
9. Mail ballots will be machine-readable.
10. The Election Contractor will be responsible for securing ballot counting equipment compatible with the ballots, and for transporting the equipment. The Election Contractor will successfully test the equipment prior to commencing ballot counting.
11. A special post office box will be secured at the Anchorage International Airport Post Office for use in the election. All cast mail ballots will go to this Post Office box. There will be a secured drop box for mail ballots to be dropped off at Chugach Electric headquarters building that will only be accessible by the Election Contractor. The process of picking up and securing ballot envelopes will be performed at least once a week by a contracted security service. Ballots will not be returned to Chugach. Ballots and ballot envelopes which are inadvertently delivered to Chugach will immediately be turned over to the Election Contractor.
12. The contracted security service will then take the ballot envelopes and the security drop box to the Election Contractor's facility where they will be counted. At least two parties will verify and record the count of ballot envelopes received. The ballot envelopes will be safeguarded by the Election Contractor.
13. The Election Contractor will sort mail ballot envelopes and bundle them chronologically.
14. The Election Contractor will check the ballot envelopes from each pickup to ensure they comply with the requirements to have a member number and signature. Questioned envelopes will be set aside for review by the Election Committee.
15. The Election Contractor will check mail ballot envelopes containing questioned signatures against the membership application or the non-natural member designated voter signature card on file with Chugach as of the date of record.
16. A copy of a member ballot envelope ruled invalid by the Election Committee for any reason, or sent without a signature or with a signature of a person not printed on the envelope, will be mailed to the member within one day of invalidation if received at least 10 calendar days before the election. The Election Contractor will also include a dated Ballot Rejection Insert telling the member why the election ballot was invalidated and what the member can do to remedy it (if



possible), and a replacement ballot (and ballot envelope with the member's name and member number).

17. If the member requests a replacement ballot for electronic voting, the Election Contractor will coordinate with Chugach to verify the member's eligibility to vote and record a valid email address; then, the Election Contractor will send an email to the member containing the direct voting link.
18. The Election Committee will meet regularly to review the work of the Contractor and rule on the validity of questioned mail ballot envelopes. The Election Committee will have final say on whether questioned ballot envelopes are valid as determined by the Election Committee members at each meeting using copies of the envelopes and member applications or signature cards.
19. On questioned mail ballot envelopes, the Election Committee will not accept a signature as valid if a member does not have a signed application or signature card on file with Chugach. However, if the committee reaches a tie on validity, the benefit of the doubt will go to the member.
20. In addition to the questioned envelopes, a minimum of 5 percent of the mail ballot envelopes with both a member signature and member number will be checked against the member applications or non-natural member voting signature cards on file with Chugach to ensure the signatures are valid. Based upon the results of the random sampling, the Election Committee may request additional envelope signatures be checked.
21. Each candidate is entitled to be present or represented by an individual at each of the Election Committee meetings where ballots are verified and to observe the ballot counting process on the day of the Annual Meeting. Candidates or their representatives will not be allowed to handle ballots and must remain in the observation area designated by the Election Committee.
22. The final pickup of mail ballot envelopes will be made at noon, May 19, 2018. Chugach headquarters ballot drop box will be secured at close of business on Friday, May 18, 2018 and transported to the Election Contractor's office by our contracted security service. Mail ballots which arrive at the post office box or one of the designated locations after this time will not be counted.
23. No mail ballot envelopes will be opened before the day of the Annual Meeting.
24. On the day of the Annual Meeting valid mail ballot envelopes will be opened and ballots counted by the Election Contractor and Election Committee, using electronic/mechanical means. Balloting results will be safeguarded by the Election Contractor until the time of the Annual Meeting.

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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 20, 2018**

**ACTION REQUIRED**

**AGENDA ITEM NO. VIII.E.**

<u>      </u>	<b>Information Only</b>
<u>  X  </u>	<b>Motion</b>
<u>  X  </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

Simplified Rate Filing (SRF) – December 2017 Test Year

**DISCUSSION**

The results of Chugach Electric Association, Inc.'s (Chugach) December 31, 2017 Test Year SRF indicate that system demand and energy rates should increase 0.7 percent. On an individual customer class basis, the results show a demand and energy rate increase of 0.7 percent to Chugach retail and a 0.2 percent increase to the wholesale class of Seward Electric System. On a total customer bill basis, including fuel and purchased power rates, a residential customer using 600 kWh will see an increase of approximately 0.4 percent, or \$0.50 on a monthly bill.

The system base rate change results in additional revenue of \$0.8 million on an annual basis, driven primarily by lower test period sales (\$1.1 million) partially offset by a reduction in Chugach's system revenue requirement (\$0.3 million). The lower sales levels are attributed, in part, to a reduction in heating degree days in relation to the prior (September 2017) test year SRF.

If approved by the Regulatory Commission of Alaska (RCA), the rate adjustments contained in this filing will become effective on May 1, 2018.

**MOTION**

Move that the Board of Directors approve the attached Resolution authorizing Chugach to file with the RCA, a December 2017 test year SRF requesting approval to increase demand and energy rates by 0.7 percent to Chugach retail and 0.2 percent to the wholesale class of Seward Electric System for rates effective May 1, 2018.

## **RESOLUTION**

### **Simplified Rate Filing – December 2017 Test Year**

WHEREAS, the Chugach Electric Association, Inc. (Chugach) Board of Directors has approved the use of quarterly Simplified Rate Filings (SRF) to adjust base demand and energy rates for Chugach retail and the wholesale customer class of Seward Electric System, and the Regulatory Commission of Alaska (RCA) has authorized its use;

WHEREAS, calculations under the SRF procedures based on operating results for the test year ended December 31, 2017 indicate a Chugach system demand and energy rate increase of 0.7 percent; and

WHEREAS, on an individual customer class basis, the results show demand and energy rate increases of 0.7 percent to Chugach retail and 0.2 percent to the wholesale class of Seward Electric System.

NOW, THEREFORE, BE IT RESOLVED, Chugach shall submit its SRF based on the December 2017 test year to the RCA requesting approval to increase the demand and energy rates charged to Chugach retail by 0.7 percent and Seward Electric System by 0.2 percent for electric rates effective May 1, 2018.

## **CERTIFICATION**

I, James Henderson, do hereby certify that I am the Secretary of Chugach Electric Association, Inc., an electric non-profit cooperative membership corporation organized and existing under the laws of the State of Alaska: that the foregoing is a complete and correct copy of a resolution adopted at a meeting of the Board of Directors of this corporation, duly and properly called and held on the 20<sup>th</sup> day of February 2018; that a quorum was present at the meeting; that the resolution is set forth in the minutes of the meeting and has not been rescinded or modified.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of this corporation on the 20<sup>th</sup> day of February 2018.

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Secretary

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

**REGULAR BOARD OF DIRECTORS' MEETING**  
**AGENDA ITEM SUMMARY**

**February 20, 2018**

**ACTION REQUIRED**

**AGENDA ITEM NO. VIII.F.**

<u>      </u>	<b>Information Only</b>
<u>  <b>X</b>  </u>	<b>Motion</b>
<u>  <b>X</b>  </u>	<b>Resolution</b>
<u>      </u>	<b>Executive Session</b>
<u>      </u>	<b>Other</b>

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**TOPIC**

115 kV Rebuild – Hope to Summit Project Authorization

**DISCUSSION**

This project will rebuild approximately ten miles of the 115 kV line between Hope Substation and Summit Lake Substation. The scope will include clearing of the right-of-way, upgrading existing access to the right-of-way and replace existing 50 year old wood structures that are near the end of their useful life with a combination of steel and wood H-frame structures built to 230 kV standards. The new structures will increase the reliability of the line and fall in line with the state's Regional Integrated Resource Plan (RIRP).

The total project cost is estimated at \$9,500,000 and is included in the 2018-2022 CIP.

**MOTION**

Move that the Board of Directors' approve the resolution authorizing the Chief Executive Officer (CEO) to approve project expenditures for the 115 kV Rebuild – Hope Substation to Summit Lake Substation at an estimated amount of \$9,500,000 and with an estimated completion date of December 31, 2019.

## **RESOLUTION**

### **115 kV Rebuild – Hope to Summit Project Authorization**

WHEREAS, Chugach Electric Association, Inc. (Chugach) has identified the need to rebuild ten miles of the existing 115 kV transmission between Hope Substation and Summit Lake Substation to increase reliability;

WHEREAS, the eventual conversion of the 115 kV line to 230 kV will result in a reduction in losses and in increased transfer capacity from the Kenai Peninsula to Anchorage; and,

WHEREAS, this section of the 115 kV line has reached the end of its useful life and must be replaced, and the additional incremental cost of construction at 230 kV is only 10%-20% greater than an in-kind replacement, and which will result in significant savings over its future conversion to 230kV; and,

WHEREAS, Chugach will upgrade ten miles of the transmission line between Hope Substation and Summit Lake Substation to 230 kV insulation as recommended in the states RIRP;

WHEREAS, Chugach has included this project in the 2018-2022 Capital Improvement Plan (CIP);

WHEREAS, Chugach has included funding for this project in it 2018 Annual Operating Budget;

WHEREAS, Chugach has estimated the total cost of the project at \$9,500,000; and

NOW, THEREFORE, BE IT RESOLVED, that the Chugach Board of Directors authorizes the Chief Executive Officer (CEO) to approve the project expenditures for the 115 kV Rebuild – Hope Substation to Summit Lake Substation at an estimated amount of \$9,500,000, with an estimated completion date of December 31, 2019.

## **CERTIFICATION**

I, James Henderson, do hereby certify that I am the Secretary of Chugach Electric Association, Inc., an electric non-profit cooperative membership corporation organized and existing under the laws of the State of Alaska: that the foregoing is a complete and correct copy of a resolution adopted at a meeting of the Board of Directors of this corporation, duly and properly called and held on the 20<sup>th</sup> day of February, 2018; that a quorum was present at the meeting; that the resolution is set forth in the minutes of the meeting and has not been rescinded or modified.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of this corporation the 20<sup>th</sup> day of February, 2018.

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Secretary

# Chugach Project Authorization

**Project Name: 115 kV Rebuild – Hope to Summit**

**Project Category:**

Safety		Incremental Load Growth		New Service		R&R T&D	
Agency Mandated		Reliability	X	Operating Efficiency		R&R Generation	

**Accountabilities & Approvals**

Signatures

Date

Board of Directors: Jim Henderson, Secretary

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

CEO Lee Thibert, CEO

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

Executive Sponsor: Brian Hickey, Sr. VP System Operations

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

Project Manager: Jon Sinclair, Sr. Manager, Transmission

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

Project Engineer: Shawn Wendling, Sr. Project Engineer

\_\_\_\_\_/\_\_\_\_/\_\_\_\_

**Purpose and Need:**

This project will rebuild approximately ten miles of the 115 kV transmission line between Anchorage and the Kenai Peninsula. The line is over 50 years old and has reached the end of its useful life. The section that will be rebuilt is located between Hope Substation and Summit Lake Substation. Based on field inspections, of the remaining sections to be rebuilt, this section has seen the most significant deterioration.

**Project Description:**

A ten mile section of 115 kV transmission line between Hope Substation and Summit Lake Substation will be rebuilt to 230 kV insulation standards. The rebuild will include larger structures and additional clearing along the right-of-way. In addition, avalanche mitigation and heavy snow and wind loading will be incorporated into the design to increase reliability and reduce maintenance on the line. Access to the line will also be improved as part of the project.

**Approval Amount: \$9,500,000**

This project is included in the 2018-2022 CIP and in the 2018 Annual Operating Budget which was approved by the Board of Directors in November of 2017.

Category	Budget
Labor	\$400,000
Design	\$1,100,000
Materials	\$2,600,000
Construction Contract	\$5,400,000
<b>Total</b>	<b>\$9,500,000</b>

# Chugach Project Authorization

## **Variance Discussion:**

None

## **Current Project Status:**

Percentage Complete: 5%

The preliminary design is underway.

## **Project Schedule:**

January 2018 through December 2019