



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

**REGULAR BOARD OF DIRECTORS' MEETING**

**AGENDA**

Rachel Morse, Chair  
Bettina Chastain, Vice Chair  
Harold Hollis, Treasurer  
James Henderson, Secretary

Sam Cason, Director  
Mark Wiggin, Director  
Erin Whitney, Director

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**March 23, 2022**

**4:00 p.m.**

**Chugach Board Room**

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- I. CALL TO ORDER (4:00 p.m.)
  - A. Pledge of Allegiance
  - B. Roll Call
  - C. Safety Minute – “AED Use and Care” (Freeman)
- II. APPROVAL OF THE AGENDA\* (4:05 p.m.)
- III. PERSONS TO BE HEARD (4:10 p.m.)
  - A. Member Comments
- IV. DIRECTOR REPORTS (4:20 p.m.)
  - A. Alaska Power Association (APA) Report
  - B. Renewable Energy Alaska Project (REAP) Report
  - C. Board Committee Reports (Audit & Finance, Operations & Governance)
  - D. Other Meeting Reports
- V. CONSENT AGENDA\* (4:40 p.m.)
  - A. Board Calendar
    1. Excused Absence – Director Wiggin – February 23, 2022, Operations Committee and Special Board of Directors Meeting
    2. Excused Absence – Director Whitney – March 16, 2022, Operations Committee Meeting
  - B. Training and Conferences
    1. Alaska Sustainable Energy Conference (May 24-26, 2022) – Anchorage AK
    2. 2022 APA Annual Meeting (August 16-19, 2022) – Ketchikan, AK

C. *Minutes*

1. *February 16, 2022, Regular Board of Directors' Meeting (Doyle)*
2. *February 21, 2022, Special Board of Directors' Meeting (Quezon)*
3. *February 23, 2022, Special Board of Directors' Meeting (Cacy)*
4. *February 24, 2022, Special Board of Directors' Meeting (Quezon)*
5. *February 25, 2022, Special Board of Directors' Meeting (Quezon)*
6. *February 28, 2022, Special Board of Directors' Meeting (Quezon)*
7. *March 8, 2022, Special Board of Directors' Meeting (Quezon)*

D. *Director Expenses*

- E. *Approve Bylaws Amendment Article III Member, Meetings and Elections (Board)*

VI. CEO REPORTS AND CORRESPONDENCE (4:45 p.m.)

- A. *Enterprise Resource Planning (ERP) Project Update (Travis/McCarty)*
- B. *4<sup>th</sup> Quarter 2021 Communications Update (Hasquet/Clarkson)*
- C. *1<sup>st</sup> Quarter 2022 Railbelt Bill Comparison (Kornmuller/Miller)*
- D. *2022 State Legislative Update (Thibert)*
- E. *2022 Update on Member Appreciation Event, Annual Meeting and Election Overview (Kurka/Ayers/Hasquet/Miller)*
- F. *Board Policy Scheduled Tasks/Reports (Board/Staff)*

VII. UNFINISHED BUSINESS (*none*)

VIII. NEW BUSINESS\* (*scheduled*) (5:30 p.m.)

- A. *Approve 2022 Election Procedures\* (Kurka/Miller)*
- B. *Approve 2022 Date of Record\* (Kurka/Miller)*
- C. *Approve 2022 Master Election Judge\* (Kurka/Miller)*

IX. EXECUTIVE SESSION\* (*scheduled*) (6:00 p.m.)

- A. *Compliance Filing – Forward Funding of BRU Capex (Miller)*
- B. *Update on Railbelt Reliability Council (RRC) (Hickey)*
- C. *CEO Evaluation Update (Board)*

X. NEW BUSINESSSS (*none*)

XI. DIRECTOR COMMENTS (7:45 p.m.)

XII. ADJOURNMENT\* (8:00 p.m.)

\* *Denotes Action Items*

\*\* *Denotes Possible Action Items*

# USING AN AED



Regular Board of Directors Meeting  
March 23, 2022

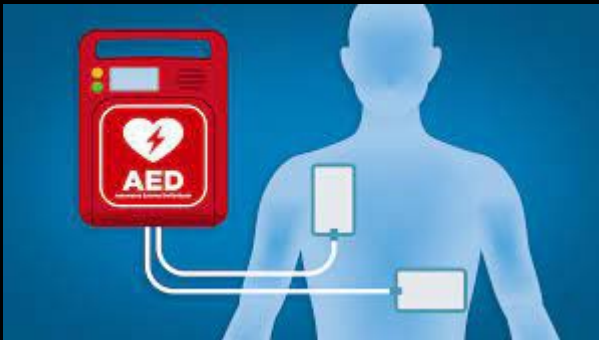
# AED MYTHS PERPETUATED BY HOLLYWOOD

You cannot self administer an AED as James Bond did in Casino Royale.

An AED will not help a drowning victim (the Abyss) as they have been deprived of oxygen in their brain, which isn't something an AED can remedy.

Even ET gets defibrillated, after doctors suggest using it as a last resort.

# AED KEY POINTS



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An **AED** is used to help those experiencing **sudden cardiac arrest**.

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**Cardiac arrest** is not the same as a heart attack. A heart attack happens when blood flow to the heart is blocked. A person having a heart attack is still talking and breathing. This person does not need CPR or an AED.

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An AED is an easy-to-use medical device that can analyze the heart's rhythm and, if necessary, deliver an electrical shock, or defibrillation, to help the heart re-establish an effective rhythm.

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**Minutes matter.** Effective AED programs are designed to deliver a shock to a victim within three to five minutes after the person collapses.

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**45-65%** percent of victims who received a shock from AED from a bystander survived to hospital discharge.

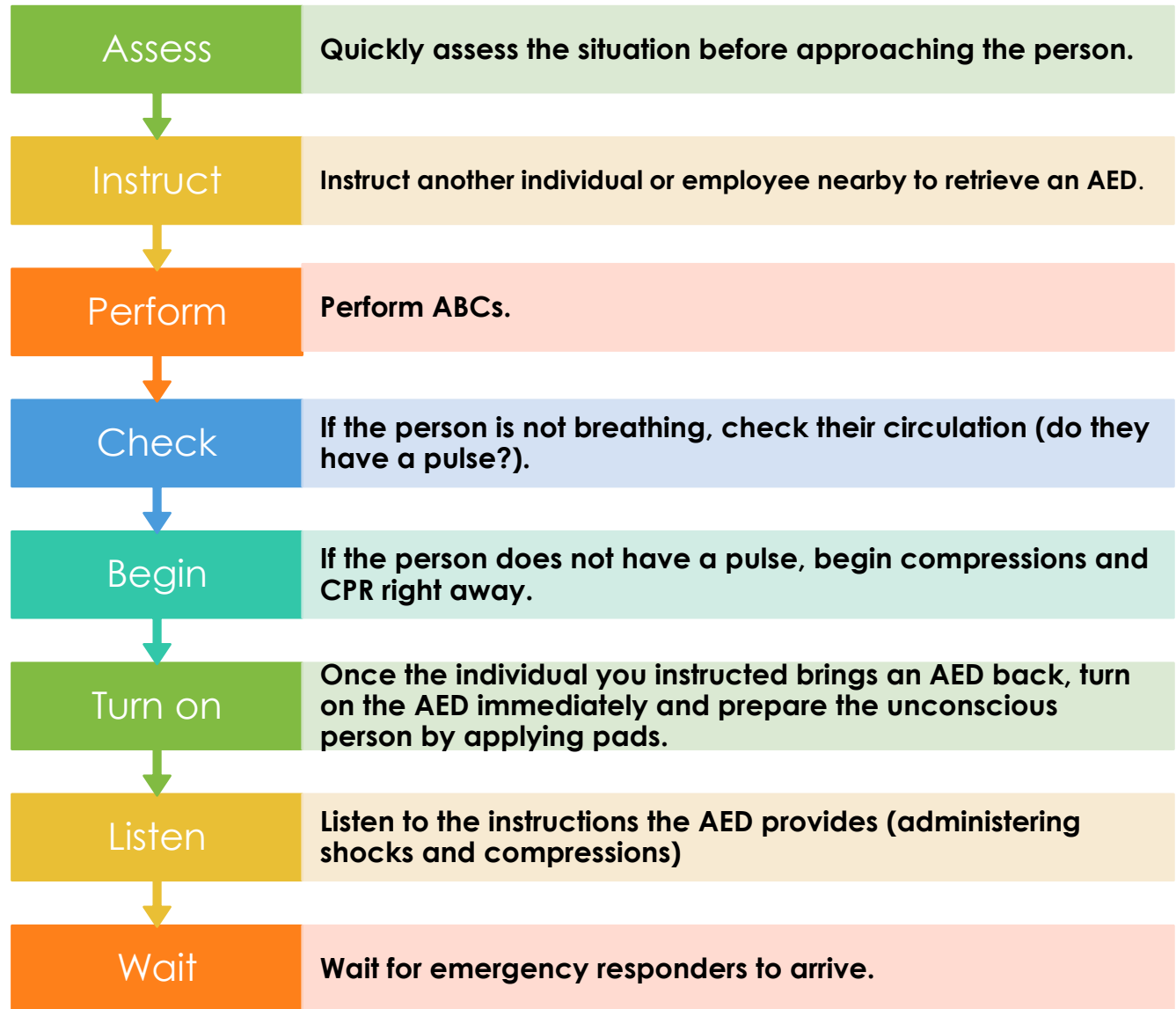
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**Chest compressions** alone can keep the heart pumping and maintain blood flow for a few minutes until emergency workers arrive.

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In the US, CPR is under-employed, with bystander CPR rates below 25% in many communities.

# WHAT TO DO







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X. NEW BUSINESSSS (*none*)

XI. DIRECTOR COMMENTS (7:45 p.m.)

XII. ADJOURNMENT\* (8:00 p.m.)

\* *Denotes Action Items*

\*\* *Denotes Possible Action Items*



# March 2022

March 2022						April 2022							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 27	28	Mar 1 5:30pm Election Committee Meeting (Hollis) - CCBOD	2	3 5:30pm Bylaws Committee Meeting (Cason) (Microsoft Teams Meeting) - Scarlett Masten	4	5 NRECA Annual Meeting (March 3-9, 2022) (Nashville, TN) - Connie Owens
6 NRECA Annual Meeting (March 3-9, 2022) (Nashville, TN) - Connie Owens	7	8 9:00am Special Board of Directors Meeting (Board Room CR) - Arden 3:30pm REAP Public Policy Committee (Wiggin/Whitney) 5:30pm Election Committee Meeting (Hollis) -	9	10	11	12
13	14 8:00am CEO Succession Planning Committee Meeting with CEO and Staff (Board) 4:00pm Meeting w/ Hal Halpern (StarLeaf Cloud) - Arden Quezon	15	16 12:00pm REAP Speaker Series (RPS) (Zoom Meeting) 4:00pm Governance Committee Meeting (BoardroomCR) - Connie Owens	17	18 9:30am Review Board Packet (BoardroomCR) - Connie Owens	19
20	21	22	23 12:00pm REAP Speaker Series: XR in Alaska (Online) (Pre-Registration Required) 4:00pm Regular Board of Directors Meeting (BoardroomCR) - Connie Owens	24	25	26
27	28	29	30 12:00pm REAP Speaker Series: Railbelt Reliability Council (Online Event) (Pre-Registration) 4:00pm Audit and Finance Committee Meeting (BoardroomCR) -	31	Apr 1	2

# April 2022

April 2022						May 2022							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 27	28	29	30	31	Apr 1	2
3	4	5	6 5:30pm Member Advisory Council (BoardroomCR) - Connie Owens	7	8	9
10	11	12	13 12:00pm REAP Speaker Series: Geothermal Energy in Alaska (Online) (Pre-Registration Required)	14 3:15pm Henderson: Interview for Board Video (boardroomCR) - Connie Owens 4:00pm Candidate Forum (BoardroomCR) - Connie Owens	15	16
17	18	19	20	21	22 9:30am Review Board Packet (Morse/Chastain) (BoardroomCR) - Connie Owens	23
24	25 4:00pm Operations Committee Meeting (BoardroomCR) - Connie Owens	26	27 12:00pm REAP Speaker Series: Sustainable Southeast Partnership (Online Event) 4:00pm Regular Board of Directors Meeting (BoardroomCR) - Connie Owens	28 11:00am REAP Board Meeting (Whitney/Wiggin) (Details to Follow)	29	30

# May 2022

May 2022							June 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 1 NRECA Legislative Conference (5/1-5/3) (Washington DC)	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 4:00pm Audit and Finance Committee Meeting (BoardroomCR) - Connie Owens	19 9:30am Review Board Packet (CEO's Office) - Connie Owens	20 3:00pm Annual Meeting followed by Special Board of Directors Meeting (ChangePoint) - Connie Owens	21
22	23	24 Alaska Sustainable Energy Conference (Dena'ina Center)	25 4:00pm Regular Board of Directors Meeting (BoardroomCR) - Connie Owens	26	27	28
29	30 Memorial Day Holiday - Connie Owens	31	Jun 1	2	3	4

# June 2022

June 2022							July 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 29	30	31	Jun 1	2	3	4
5	6	7	8 4:00pm Operations Committee Meeting	9	10	11
12	13	14	15 4:00pm Governance Committee Meeting	16	17 9:30am Review Board Packet w/Chair	18
19	20	21	22 4:00pm Regular Board of Directors Meeting	23	24	25
26	27	28	29	30	Jul 1	2

# July 2022

July 2022						August 2022							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			
31													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 26	27	28	29	30	Jul 1	2
3	4 Independence Day Holiday	5	6	7	8	9
10	11	12	13 5:30pm Tentative: Member Advisory Council	14	15	16
17	18	19	20	21	22 9:30am Review Board Packet w/Chair	23
24	25	26	27 4:00pm Regular Board of Directors Meeting	28	29	30
31	Aug 1	2	3	4	5	6

# August 2022

August 2022							September 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	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	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 31	Aug 1	2	3	4	5	6
7	8	9	10 4:00pm Operations Committee Meeting (BoardroomCR)	11	12	13
14	15	16-20: APA Annual Meeting (8/23-8/26) (Ketchikan, AK)				20
21	22	23	24 4:00pm Audit and Finance Committee Meeting (BoardRoomCR) - Connie Owens	25	26 9:30am Review Board Packet (CEO's Office)	27
28	29	30	31 4:00pm Regular Board of Directors Meeting (BoardroomCR)	Sep 1	2	3



# September 2022

September 2022

Su	Mo	Tu	We	Th	Fr	Sa
				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	

October 2022

Su	Mo	Tu	We	Th	Fr	Sa
						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
Aug 28	29	30	31	Sep 1	2	3
4	5 Labor Day - Connie Owens	6	7	8	9	10
11	12	13	14 4:00pm Governance Committee Meeting	15	16 9:30am Review Board Packet w/Chair	17
18	19	20	21 4:00pm Regular Board of Directors Meeting	22 Tentative: Strategic Planning (9/21-9/23)	23	24
25	26	27 Region IX Meeting (Portland, OR)	28	29	30	Oct 1

# October 2022

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						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					

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		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
Sep 25	26	27	28	29	30	Oct 1
2	3	4	5 5:30pm Tentative: Member Advisory Council	6	7	8
9	10	11	12 4:00pm Operations Committee Meeting	13	14	15
16	17	18	19	20	21 9:30am Review Board Packet	22
23	24	25	26 4:00pm Regular Board of Directors Meeting	27	28	29
30	31	Nov 1	2	3	4	5

# November 2022

November 2022

Su	Mo	Tu	We	Th	Fr	Sa
		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			

December 2022

Su	Mo	Tu	We	Th	Fr	Sa
				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
Oct 30	31	Nov 1	2	3	4	5
6	7	8	9 4:00pm Audit and Finance Committee (Budget and CIP) (BoardroomCR) - Connie Owens	10	11	12
13	14	15	16 4:00pm Audit and Finance Committee Meeting (BoardroomCR) - Connie Owens	17	18 9:30am Review Board Packet	19
20	21 4:00pm Regular Board of Directors Meeting	22	23	24 Thanksgiving Holiday - Connie Owens	25	26
27	28	29	30	Dec 1	2	3

# December 2022

December 2022

Su	Mo	Tu	We	Th	Fr	Sa
				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

January 2023

Su	Mo	Tu	We	Th	Fr	Sa
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
Nov 27	28	29	30	Dec 1	2	3
4	5 4:00pm Governance Committee Meeting	6	7 4:00pm Operations Committee Meeting APA Open House and December Meeting Series (Details t	8 9:30am Review Board of Directors Packet	9	10
11	12	13	14 4:00pm Regular Board of Directors Meeting	15	16	17
18	19	20	21	22	23 Christmas Eve (Holiday Observed) - Connie Owens	24 Christmas Eve
25 Christmas Day	26 Christmas Day (Holiday Observed) - Connie Owens	27	28	29	30 New Year's Eve (Holiday Observed) - Connie Owens	31 New Years Eve



# AGENDA

TUESDAY, MAY 24TH, 2022

The Role of Distributed Energy

**8:00 AM**

Registration, Breakfast and Exhibitor Booths Open

**9:00 AM**

Welcome by Governor Dunleavy:

“The Past, Present and Future of our Energy Systems”

*Opening Keynote Presentation by Bill Ritter, Jr.*

[Privacy](#) - [Terms](#)

**9:45 AM**

“The Politics of Energy” *Congressional Leadership Panel Presentation*

**11:00 AM**

“The Power of Microgrids” *Panel Presentation*

**12:15 PM**

Lunch Presentation

**1:30 PM**

Breakout Sessions

## PIONEERS

“A Global View on Microgrid and Distributed Energy Strategies”

## PERSPECTIVES

“The Human Element: Building Capacity in Alaska”

## TRAILBLAZERS



## “Electrify Everything: It Starts in the Arctic”

**2:45 PM**

Breakout Sessions

### PIONEERS

“What are the history, resources, issues and opportunities for Alaska?”

### PERSPECTIVES

“Community Perspectives in Microgrids”

### TRAILBLAZERS

“Global Microgrid Champions”

**6:00 PM**

Evening Welcome Reception

WEDNESDAY, MAY 25TH, 2022

The Evolving Grid

## 8:00 AM

Registration, Breakfast and Exhibitor Booths Open

## 9:00 AM

Keynote Presentation

## 9:45 AM

“Uniting the Grid” *Panel Presentation*

## 11:00 AM

Breakout Sessions

### PIONEERS

“RPS Policy:  
20 Years Later”

### PERSPECTIVES

“What is the future of transportation?”

### TRAILBLAZERS

## “Investing in Sustainability”

**12:15 PM**

Lunch Presentation

**1:30 PM**

Breakout Sessions

**PIONEERS**

“Energy Storage”

**PERSPECTIVES**

“Planning for the Future”

**TRAILBLAZERS**

“Vehicle-to-Grid”

**2:45 PM**

Breakout Sessions

**PIONEERS**

## “Capturing Geothermal Energy”

### PERSPECTIVES

“Financing the Future”

### TRAILBLAZERS

“Emerging Energy Storage Solutions”

**4:00 PM**

“The Abundance of Cook Inlet” *Panel Presentation*

THURSDAY, MAY 26TH, 2022

The Future

**8:00 AM**

Registration, Breakfast and Exhibitor Booths Open

**9:00 AM**

“Shooting for the Moon: What technologies could change everything?”

*Keynote Presentation*

**9:45 AM**

“Synthetic Fuels” *Panel Presentation*

**11:00 AM**

Breakout Sessions

## PIONEERS

“Maximizing the Power of Variable Renewables”

## PERSPECTIVES

“Powering Asia From the Arctic”

## TRAILBLAZERS

“Mining In A Net-Zero World”

**12:15 PM**

Lunch Presentation

**1:30 PM**

Breakout Sessions

## PIONEERS

“Nuclear’s Role in our Sustainable Future”

## PERSPECTIVES

“Dealing with Carbon”

## TRAILBLAZERS

“The Power of Kelp”

**2:45 PM**

Keynote Presentation

Agenda subject to change.



## Tuesday, April 13

### Emergency Management Track

**8:00am - 8:10am**

Welcome

**8:10am - 9:00am**

Jay Pullins

Plenary Speaker: Building an Empowered Team ▼

**9:10am - 10:00am**

Shannon Oelkers

The Role of the LEPC in Oil Discharge Prevention  
and Contingency Planning ▼

**10:10am - 11:00am**

Ron Swartz

Creating and Maintaining Employee Volunteer  
Responder Teams ▼

**11:10am - 12:00pm**

Michelle Torres, George Keeney,  
Brenda McCain & Talon Boeve

Alaska CERT Teams ▼

**12:00pm**

Close Breakout Rooms – Main room for closing remarks

Privacy - Terms

## COVID-19 Response Track

### 8:00am - 8:10am

Welcome

### 8:10am - 9:00am

Jay Pullins

Plenary Speaker: Building an Empowered Team



### 9:10am - 10:00am

Bryan Fisher

Alaska's Pandemic Response Organization-Lessons Learned



### 10:10am - 11:00am

Lou Friend, Talon Boeve & Brandon Davis

Running a Successful COVID Drive-Up Testing Site



### 11:10am - 12:00pm

David Newman & Katey Redmond

The Americans with Disabilities Act and Lessons Learned



### 12:00pm

Close Breakout Rooms – Main room for closing remarks

Wednesday, April 14

[Privacy](#) - [Terms](#)

## Emergency Management Track

**8:00am - 8:10am**

Welcome

**8:10am - 9:00am**

Anne Zink

Plenary Speaker

**9:10am - 10:00am**

Rick Murrell

Community Resilience Capacity Metrics for Critical Infrastructure ∨

**10:10am - 11:00am**

Crane Johnson

River Watch and APRFC's River Observer Program ∨

**11:10am - 12:00pm**

Ilyssa Plumer & Sam Robinson

FEMA Region 10 Youth Preparedness Council ∨

**12:00pm**

Close Breakout Rooms – Main room for closing remarks

## COVID-19 Response Track

**8:00am - 8:10am**

Welcome

[Privacy](#) - [Terms](#)

**8:10am - 9:00am**

Anne Zink  
Plenary Speaker

**9:10am - 10:00am**

Desiree Chambers  
Planning for Families with Children in a COVID-19 Environment: Alaska's Unique Approach v

**10:10am - 11:00am**

Jeremy Zidek & Elizabeth Manning  
Public Information During a Pandemic v

**11:10am - 12:00pm**

Ashley Lally & Jen Patronas  
Anchorage School District COVID Response v

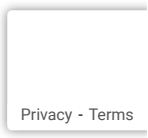
**12:00pm**

Close Breakout Rooms – Main room for closing remarks

**Thursday, April 15**

**8:00am - 12:00am**

Jared Woody, Jeff McKenzie, Tiffany Peltier, and Richard Hildreth  
Integrated Preparedness Planning Workshop v



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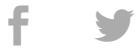


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# ALASKA POWER ASSOCIATION 2022 ANNUAL MEETING – KETCHIKAN, ALASKA!

Planning has begun for the 2022 APA & AIE Annual Meeting in Ketchikan, Alaska on August 16-19, 2022. More information will be posted to this webpage as lodging and other logistics are finalized. Keep checking back for the latest!



## ANNUAL MEETING LODGING INFORMATION:

- The annual meeting will take place at the [Ted Ferry Civic Center](#).
- Don't forget: the new **annual meeting dates are August 16-19**, with a welcome reception the evening of August 16.
- Our two conference hotels are:
  - The [Cape Fox Lodge](#), located directly across the parking lot from the annual meeting venue. (This hotel is currently sold out, but it's worth trying.)
  - [The Landing](#), which is located 2.5 miles from the meeting venue.
- Below is information for booking at the conference hotels. **Reservations must be made by phone**. Please mention that you are with the Alaska Power Association conference when booking.

---

Hotel Name	Rate	Phone number	Cutoff Date
Cape Fox Lodge	\$250 + tax	907-225-8001	15 July 2022
The Landing	\$195 + tax	907-225-6720	15 July 2022

---

TO REGISTER - COMING SPRING 2022!

APA ANNUAL MEETING STAFF CONTACTS (CLICK TO EXPAND)

**Future Annual Meeting Locations:**

2023- Valdez, Alaska

2024 – Fairbanks, Alaska

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

**February 16, 2022**  
**Wednesday**  
**4:00 p.m.**

**REGULAR BOARD OF DIRECTORS' MEETING**

Recording Secretary: Ashton Doyle

**I. CALL TO ORDER**

Chair Morse 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*

Chair Morse led the Board in the Pledge of Allegiance.

*B. Roll Call*

*Board Members Present:*

Rachel Morse, Chair

Bettina Chastain, Vice Chair

James Henderson, Secretary

Harold Hollis, Treasurer

Sam Cason, Director (*arrived at 4:04 p.m.*)

Mark Wiggin, Director

Erin Whitney, Director

*Guests and Staff Attendance*

*Present:*

Lee Thibert

Brian Hickey

Matthew Clarkson

Arthur Miller

Mark Fouts

Sherri Highers

Julie Hasquet

Sandra Cacy

Marty Freeman

Todd McCarty

Andrew Laughlin

Karen Griffin

Sean Skaling

*Via Teleconference:*

Arden Quezon

Connie Owens

Debra Caldwell

Kate Ayers

Nathan Golab

Shawn Wendling

Pete Smithson

Crystal Enkvist, APA

Rachel Christensen,

Alaska Center

Mark Hartman,  
Member

Kyla Kosednar,  
Alaska Center

Jenny Stryker,  
Alaska Center

- C. *Safety Minute*  
Marty Freeman, Senior Manager HSE, discussed “*Emergency/Go Bags for Home and Car.*”

*Director Cason arrived at 4:04 p.m.*

## **II. APPROVAL OF AGENDA**

Director Wiggin moved and Director Hollis seconded the motion to approve the agenda. The motion passed unanimously.

## **III. PERSONS TO BE HEARD**

Mark Hartman, Chugach Member, addressed the Board regarding power outage response.

## **IV. DIRECTOR REPORTS**

### *A. Alaska Power Association (APA) Report*

Director Hollis introduced Crystal Enkvist, Executive Director, APA, and she provided an update on APA activities, upcoming events, and responded to questions from the Board. Director Hollis reported on the APA Government Affairs Committee meeting and responded to questions from the Board.

### *B. Renewable Energy Alaska Project (REAP) Report*

Director Wiggin reported on the REAP Public Policy Committee meeting and responded to questions from the Board.

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

Director Hollis stated there were no Audit and Finance Committee meetings to report on since the January 19, 2022, Regular Board of Directors’ meeting and stated the next committee meeting is scheduled for March 30, 2022.

Director Chastain stated there have been no Operations Committee meetings to report on since the January 19, 2022, Regular Board of Directors’ meeting and said the next committee meeting is scheduled for February 23, 2022.

Director Cason reported there have been no Governance Committee meetings since the January 19, 2022, Regular Board of Directors’ meeting. He gave brief comments on the Special Board of Directors’ Member Advisory Council meeting, which took place January 20, 2022, and stated the next Governance Committee meeting is scheduled for March 16, 2022.

### *D. Other Meeting Reports*

Director Hollis reported on the February 15, 2022, Election Committee meeting.

Director Whitney reported on her Introduction to Gas Industry and Natural Gas Markets two-day training on January 24-25, 2022.

Director Chastain reported on the APA Virtual State Legislative Conference on February 1-2, 2022.

**V. CONSENT AGENDA**

- A. *Board Calendar*
- B. *Training and Conferences*
  - 1. *2022 APA Annual Meeting (August 23-26, 2022) – Ketchikan, AK*
- C. *Minutes*
  - 1. *January 19, 2022, Regular Board of Directors' Meeting (Quezon)*
  - 2. *January 20, 2022, Special Board of Directors' Meeting (Quezon)*
  - 3. *January 31, 2022, Special Board of Directors' Meeting (Quezon)*
- D. *Director Expenses*

Director Whitney moved and Director Cason seconded the motion to approve the consent agenda. The motion passed unanimously.

**VI. CEO REPORTS AND CORRESPONDENCE**

- A. *Enterprise Resource Planning (ERP) Project Update (Travis/McCarty)*

Todd McCarty, Vice President of Information Services, provided an update on the Enterprise Resources Planning (ERP) project and responded to questions from the Board.
- B. *November 2021 Financial Statements & Variance Report (Griffin/Highers)*

Sherri Highers, Chief Financial Officer and Executive Vice President of Finance and Administration, reported on the November 2021 Financial Statements and Variance Report and responded to questions from the Board.
- C. *2022 NRECA Resolutions (Miller)*

Information on the 2022 NRECA Proposed Resolutions was provided in the meeting packet.
- D. *Board Policy Scheduled Tasks/Reports (Board/Staff)*

The Board Policy Scheduled Tasks/Reports were provided in the meeting packet.

Lee Thibert, CEO, discussed the CEO Reports and Correspondence contents and responded to questions from the Board.

**VII. UNFINISHED**

None.

**VIII. NEW BUSINESS**

- A. *Campbell Lake Substation Rebuild (Laughlin/Hickey)*

Brian Hickey, Chief Operating Officer and Senior Vice President of Power Delivery and Andrew Laughlin, Vice President, Engineering, Transmission

Engineering, discussed the Campbell Lake Substation Rebuild and responded to questions from the Board.

Director Cason moved and Director Wiggin seconded the motion that the Board of Directors authorize the Chief Executive Officer to proceed with the Campbell Lake Substation Rebuild Project at an estimated total installed cost of \$7,400,000. The motion passed unanimously.

- B. *Jewel Lake Road Undergrounding Project (Laughlin/Hickey)*  
Brian Hickey, Chief Operating Officer and Senior Vice President, Power Delivery and Andrew Laughlin, Vice President, Engineering, Transmission Engineering, discussed the Jewel Lake Road Undergrounding Project and responded to questions from the Board.

Director Hollis moved and Director Chastain seconded the motion that the Board of Directors authorize the Chief Executive Officer to proceed with the Jewel Lake Road, Strawberry Road to West 84th Avenue Overhead to Underground Conversion and Jewel Lake Sub-transmission Conduit addition at an estimated Total Installed Cost of \$3,300,000. The motion passed unanimously.

## **IX. EXECUTIVE SESSION**

- A. *Update on CEO Search (Board)*
- B. *Preliminary December 2021 Financials (Highers)*
- C. *COVID-19 Public Health Threat (Clarkson)*
- D. *McMillen Jacobs 2022 Contract (Hickey)*
- E. *Update on Railbelt Reliability Council (RRC) (Hickey)*
- F. *2022 State Legislative Update (Miller)*
- G. *Compliance Filing on Financial Performance (Clarkson/Miller)*

At 5:09 p.m., Director Wiggin moved and Director Chastain seconded the motion that pursuant to Alaska Statute 10.25.175 (c)(1), (3) and (4) 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; 2) discuss with its attorneys' legal matters, the immediate knowledge of which could have an adverse effect on the legal position of the cooperative; and 3) personnel matters. The motion passed unanimously.

*The meeting reconvened in open session at 7:41 p.m.*

## **X. NEW BUSINESS**

- A. *COVID-19 Public Health Threat (Board)* Director Cason moved and Director Hollis seconded the motion that the Board of Directors approve the attached Resolution declaring an emergency exists and limiting in-person attendance at regular board meetings for those COVID-19 related reasons specifically described therein. The motion passed unanimously.

- B. McMillen Jacobs 2022 Contract (Hickey) Director Hollis moved and Director Cason seconded the motion that the Board of Directors approve the attached resolution and authorize the Chief Executive Officer to execute a contract with McMillen Jacobs as discussed in executive session. The motion passed unanimously.
- C. Compliance Filing on Financial Performance (Clarkson/Miller)  
No action was taken.

**XI. DIRECTOR COMMENTS**

Director comments were made at this time.

**XII. ADJOURNMENT**

At 7:49 p.m., Director Cason moved and Director Whitney seconded the motion to adjourn. The motion passed unanimously.

---

James Henderson, Secretary  
Date Approved: March 23, 2022



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

**February 21, 2022**  
**Monday**  
**3:45 p.m.**

**SPECIAL BOARD OF DIRECTORS' MEETING**

Recording Secretary: Arden Quezon

**I. CALL TO ORDER**

Chair Morse called the Special Board of Directors' meeting to order at 3:49 p.m. in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Roll Call*

*Board Members Present:*

Rachel Morse, Chair

Bettina Chastain, Vice Chair

James Henderson, Secretary

Harold Hollis, Treasurer

Sam Cason, Director

Mark Wiggin, Director (*arrived during Executive Session*)

Erin Whitney, Director (*via teleconference*)

*Via Teleconference:*

Connie Owens

**II. APPROVAL OF THE AGENDA**

Director Hollis moved and Director Cason seconded the motion to approve the agenda. The motion passed unanimously.

*Director Wiggin was not present at the time of the vote.*

**III. PERSONS TO BE HEARD**

None.

**IV. DIRECTOR REPORT**

None.

**V. CONSENT AGENDA**

None.

**VI. CEO REPORTS AND CORRESPONDENCE**

None.

**VII. UNFINISHED BUSINESS**

None.

**VIII. EXECUTIVE SESSION**

*A. CEO Candidate Interview*

At 3:50 p.m., Director Hollis moved and Director Chastain seconded the motion that pursuant to Alaska Statute 10.25.175 (c)(4) the Board of Directors go into executive session to discuss personnel matters. The motion passed unanimously.

*Director Wiggin arrived during Executive Session, time was not noted.*

*The meeting reconvened in open session at 7:49 p.m.*

**IX. NEW BUSINESS**

None.

**X. DIRECTOR COMMENTS**

None.

**XI. ADJOURNMENT**

At 7:49 p.m., Director Chastain moved and Director Hollis seconded the motion to adjourn. The motion passed unanimously.

---

James Henderson, Secretary  
Date Approved: March 23, 2022

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

**February 23, 2022**  
**Wednesday**  
**(Immediately Following the Operations Committee Meeting)**

**SPECIAL BOARD OF DIRECTORS' MEETING**

Recording Secretary: Sandra Cacy

**I. CALL TO ORDER**

Chair Morse called the Special Board of Directors' meeting to order at 7:26 p.m. in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Pledge of Allegiance*

Chair Morse led the Board in the Pledge of Allegiance.

*B. Roll Call*

*Board Members Present:*

Rachel Morse, Chair

Bettina Chastain, Vice Chair *(via teleconference)*

James Henderson, Secretary *(via teleconference)*

Harold Hollis, Treasurer *(via teleconference)*

Erin Whitney, Director *(via teleconference)*

Sam Cason, Director

*Board Member Absent:*

Mark Wiggin, Director

*Guests and Staff Attendance*

*Present:*

Lee Thibert

Arden Quezon

Matthew Clarkson

Arthur Miller

*Via Teleconference:*

Connie Owens

Mark Fouts

Brian Hickey

Sherri Highers

*Chair Morse delegated Director Cason as acting Board Secretary, no objections were made.*

**II. APPROVAL OF THE AGENDA**

Director Cason moved and Director Chastain seconded the motion to approve the agenda. The motion passed unanimously.

**III. PERSONS TO BE HEARD**

*A. Member Comments*

None.

**IV. DIRECTOR REPORTS**

None.

**V. CONSENT AGENDA**

None.

**VI. CEO REPORTS AND CORRESPONDENCE**

None.

**VII. UNFINISHED BUSINESS**

None.

**VIII. EXECUTIVE SESSION**

*A. Update on CEO Search*

*B. Compliance Filing on Financial Performance*

At 7:28 p.m., Director Cason moved and Director Henderson seconded the motion that pursuant to Alaska Statute 10.25.175 (c)(3) and (4) the Board of Directors go into executive session to: 1) discuss with its attorneys' legal matters, the immediate knowledge of which could have an adverse effect on the legal position of the cooperative; and 2) personnel matters. The motion passed unanimously.

*The meeting reconvened in open session at 7:35 p.m.*

**IX. NEW BUSINESS**

*A. Compliance Filing on Financial Performance*

Director Cason moved and Director Hollis seconded the motion that the Board of Directors approve the attached resolution authorizing the Chief Executive Officer to file a request with the Regulatory Commission of Alaska to defer up to \$8.8 million associated with the Eklutna PPA and secondary regulatory asset as necessary to achieve a 1.20 MFI/I in 2022 and 2023. The motion passed unanimously.

**X. DIRECTOR COMMENTS**

Director comments were made at this time.

**XI. ADJOURNMENT**

At 7:44 p.m., Director Cason moved and Director Chastain seconded the motion to adjourn. The motion passed unanimously.

---

James Henderson, Secretary

Date Approved: March 23, 2022

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

**February 24, 2022**  
**Thursday**  
**3:45 p.m.**

**SPECIAL BOARD OF DIRECTORS' MEETING**

Recording Secretary: Arden Quezon

**I. CALL TO ORDER**

Chair Morse called the Special Board of Directors' meeting to order at 3:47 p.m. in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Roll Call*

*Board Members Present:*

Rachel Morse, Chair

Bettina Chastain, Vice Chair

James Henderson, Secretary

Harold Hollis, Treasurer

Sam Cason, Director

Erin Whitney, Director (*via teleconference*)

Mark Wiggin, Director (*via teleconference*)

*Via Teleconference:*

Connie Owens

**II. APPROVAL OF THE AGENDA**

Director Chastain moved and Director Cason seconded the motion to approve the agenda. The motion passed unanimously.

**III. PERSONS TO BE HEARD**

None.

**IV. DIRECTOR REPORT**

None.

**V. CONSENT AGENDA**

None.

**VI. CEO REPORTS AND CORRESPONDENCE**

None.

**VII. UNFINISHED BUSINESS**

None.

*Director Wiggins joined via teleconference, the time was not noted.*

**VIII. EXECUTIVE SESSION**

*A. CEO Candidate Interview*

At 3:48 p.m., Director Cason moved and Director Hollis seconded the motion that pursuant to Alaska Statute 10.25.175 (c)(4) the Board of Directors go into executive session to discuss personnel matters. The motion passed unanimously.

*The meeting reconvened in open session at 8:45 p.m.*

**IX. NEW BUSINESS**

None.

**X. DIRECTOR COMMENTS**

None.

**XI. ADJOURNMENT**

At 8:45 p.m., Director Chastain moved and Director Hollis seconded the motion to adjourn. The motion passed unanimously.

---

James Henderson, Secretary  
Date Approved: March 23, 2022

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

**February 25, 2022**  
**Friday**  
**3:45 p.m.**

**SPECIAL BOARD OF DIRECTORS' MEETING**

Recording Secretary: Arden Quezon

**I. CALL TO ORDER**

Chair Morse called the Special Board of Directors' meeting to order at 3:47 p.m. in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Roll Call*

*Board Members Present:*

Rachel Morse, Chair

Bettina Chastain, Vice Chair

James Henderson, Secretary (*arrived during Executive Session*)

Harold Hollis, Treasurer

Sam Cason, Director

Mark Wiggin, Director (*via teleconference*)

Erin Whitney, Director (*via teleconference*)

*Via Teleconference:*

Connie Owens

**II. APPROVAL OF THE AGENDA**

Director Cason moved and Director Hollis seconded the motion to approve the agenda. The motion passed unanimously.

*Director Henderson was not present at the time of the vote.*

**III. PERSONS TO BE HEARD**

None.

**IV. DIRECTOR REPORT**

None.

**V. CONSENT AGENDA**

None.

**VI. CEO REPORTS AND CORRESPONDENCE**

None.

**VII. UNFINISHED BUSINESS**

None.

**VIII. EXECUTIVE SESSION**

*A. CEO Candidate Interview*

At 3:47 p.m., Director Wiggin moved and Director Hollis seconded the motion that pursuant to Alaska Statute 10.25.175 (c)(4) the Board of Directors go into executive session to discuss personnel matters. The motion passed unanimously.

*Director Henderson was not present at the time of the vote.*

*Director Henderson arrived during Executive Session and time was not noted.*

*The meeting reconvened in open session at 8:50 p.m.*

**IX. NEW BUSINESS**

None.

**X. DIRECTOR COMMENTS**

None.

**XI. ADJOURNMENT**

At 8:50 p.m., Director Cason moved and Director Henderson seconded the motion to adjourn. The motion passed unanimously.

---

James Henderson, Secretary

Date Approved: March 23, 2022



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

**February 28, 2022**  
**Monday**  
**4:00 p.m.**

**SPECIAL BOARD OF DIRECTORS' MEETING**

Recording Secretary: Arden Quezon

**I. CALL TO ORDER**

Chair Morse called the Special 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. *Roll Call*

*Board Members Present:*

Rachel Morse, Chair

Bettina Chastain, Vice Chair

James Henderson, Secretary (*joined via teleconference, during Executive Session*)

Harold Hollis, Treasurer

Sam Cason, Director

Mark Wiggin, Director

Erin Whitney, Director (*via teleconference*)

*Via Teleconference:*

Connie Owens

Jill Knittel, JK Executive  
Strategies, LLC

Lauren Dlugosh, JK Executive  
Strategies, LLC

Lee Thibert

**II. APPROVAL OF THE AGENDA**

Director Hollis moved and Director Cason seconded the motion to approve the agenda. The motion passed unanimously.

*Director Henderson was not present at the time of the vote.*

**III. PERSONS TO BE HEARD**

None.

**IV. DIRECTOR REPORT**

None.

**V. CONSENT AGENDA**

None.

**VI. CEO REPORTS AND CORRESPONDENCE**

None.

**VII. UNFINISHED BUSINESS**

None.

**VIII. EXECUTIVE SESSION**

*A. CEO Contract Terms and Conditions*

At 4:03 p.m., Director Hollis moved and Director Cason seconded the motion that pursuant to Alaska Statute 10.25.175 (c)(4) the Board of Directors go into executive session to discuss personnel matters. The motion passed unanimously.

*Director Henderson was not present at the time of the vote.*

*Director Henderson joined via teleconference during Executive Session, time was not noted.*

*The meeting reconvened in open session at 6:01 p.m.*

**IX. NEW BUSINESS**

None.

**X. DIRECTOR COMMENTS**

None.

**XI. ADJOURNMENT**

At 6:01 p.m., Director Wiggin moved and Director Hollis seconded the motion to adjourn. The motion passed unanimously.

---

James Henderson, Secretary  
Date Approved: March 23, 2022

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

**March 8, 2022**  
**Tuesday**  
**9:00 a.m.**

**SPECIAL BOARD OF DIRECTORS' MEETING**

Recording Secretary: Arden Quezon

**I. CALL TO ORDER**

Acting Chair Chastain called the Special Board of Directors' meeting to order at 9:00 a.m. via teleconference in the boardroom of Chugach Electric Association, Inc., 5601 Electron Drive, Anchorage, Alaska.

*A. Roll Call*

*Board Members Present:*

Rachel Morse, Chair (*via teleconference*)  
Bettina Chastain, Vice Chair (*via teleconference*)  
James Henderson, Secretary (*via teleconference*)  
Harold Hollis, Treasurer (*via teleconference*)  
Sam Cason, Director (*via teleconference*)  
Mark Wiggin, Director (*via teleconference*)  
Erin Whitney, Director (*via teleconference*)

*Guests and Staff Attendance*

*Present:*

Lee Thibert	Mark Fouts	Arthur Miller
Brian Hickey	Sherri Highers	Matthew Clarkson

*Via Teleconference:*

Connie Owens

**II. APPROVAL OF THE AGENDA**

Director Wiggin moved and Director Cason seconded the motion to approve the agenda. The motion passed unanimously.

*Director Morse was not present at the time of the vote.*

**III. PERSONS TO BE HEARD**

None.

**IV. DIRECTOR REPORT**

None.

**V. CONSENT AGENDA**

None.

**VI. CEO REPORTS AND CORRESPONDENCE**

None.

**VII. UNFINISHED BUSINESS**

None.

**VIII. EXECUTIVE SESSION**

A. *CEO Contract*

B. *RCA Order U-22-010 Tight Power Pool with MEA*

At 9:16 a.m., Director Hollis moved and Director Wiggin seconded the motion that pursuant to Alaska Statute 10.25.175(c)(3) and (4) the Board of Directors go into executive session to: 1) discuss with its attorneys legal matters, the immediate knowledge of which could have an adverse effect on the legal position of the cooperative; and 2) personnel matters. The motion passed unanimously.

*Director Morse was not present at the time of the vote.*

*Director Morse joined during Executive Session, time was not noted.*

*The meeting reconvened in open session at 11:45 a.m.*

**IX. NEW BUSINESS**

A. *Approve CEO Contract*

Director Hollis moved and Director Chastain seconded the motion that the Board of Directors approve the CEO Contract as discussed in Executive Session. The motion passed 6 to 1, with Director Henderson abstaining.

**X. DIRECTOR COMMENTS**

None.

**XI. ADJOURNMENT**

At 11:50 a.m., Director Cason moved and Director Wiggin seconded the motion to adjourn. The motion passed unanimously.

---

James Henderson, Secretary

Date Approved: March 23, 2022

CHUGACH ELECTRIC ASSOCIATION, INC.  
Anchorage, Alaska

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

March 23, 2022

**ACTION REQUIRED**

AGENDA ITEM NO. V.D.

Information Only  
 Motion  
 Resolution  
 Executive Session  
 Other

---

**TOPIC**

Director Expenses

**DISCUSSION**

The Directors' 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**

**March 23, 2022**

**ACTION REQUIRED**

**AGENDA ITEM NO. V.E.**

<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>

---

**TOPIC**

*“Mail-in Ballot Deadline Extension”*

Proposed Bylaw Amendment – Article III - Members, Meetings and Elections, Section 9 (c).

**DISCUSSION**

The Bylaws Committee met on March 3, 2022 and approved a motion recommending the attached revision to the Association Bylaws. The proposal and comment were presented to the Governance Committee for its recommendation and consideration of placing them on the ballot for the 2022 Annual Membership Meeting and vote by the membership.

At the March 16, 2022, Governance Committee Meeting, the Committee moved to recommend, to accept the proposed recommended revisions to the Association’s Bylaws with respect to Article III, Section 9 (c) to the Board of Directors to place on the 2022 Annual Membership Meeting ballot.

**MOTION**

*(Consent Agenda)*

## 2022 Proposed Amendment to the Bylaws

### Introduction

One proposed amendment to the Bylaws is presented in this section. The proposed changes are introduced with a title contained within a box. The titles are the same as those used on your ballot. The existing language proposed to be deleted is in ~~[brackets and struck through like this]~~. Proposed language to be added is in **bold typeface and underlined like this**.

---

#### Mail-in Ballot Deadline Extension

##### **Board of Directors and Bylaws Committee recommendation:**

*In recent years, the Association has seen a significant drop in the number of members requesting paper ballots as most ballots are now cast electronically. This has greatly reduced the time needed to process and count paper ballots received by members. In the last election, less than two hours was needed to open and count the paper ballots.*

*The Bylaws currently provide that paper ballots must be received no later than three calendar days before the election. Given the significant decrease in the use of paper ballots by the membership and the amount of time needed to count them, the Association believes the deadline for paper ballots should be amended to allow paper ballots to be received no later than noon, one day before the election. This would also eliminate the possibility that certain ballots are rejected if not timely received under the current deadline.*

**Your Board of Directors and the Bylaws Committee recommends a “Yes” vote on this proposed Bylaw amendment.**

##### **Amend the Bylaws as follows:**

#### ARTICLE III MEMEBERS, MEETINGS AND ELECTIONS

SECTION 9. Elections and Election Committee.

(c) A member may vote by such means as allowed by law and established by the Association. All mail ballots must be received by the Association or its designee by 12:00 Noon ~~three (3)~~ **one (1)** calendar day[s] prior to the annual or special meeting.

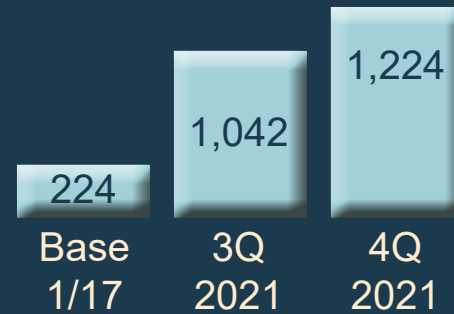
## Facebook “Likes”

+570



## Twitter Followers

+153



## Facebook Highlights

- Storm & scam warnings
- Christmas Day crew work
- Scheduled outage notifications
- Employees help Salvation Army
- Cooper Landing public meeting
- Member Appreciation trivia

## Tweet Highlights

- South Campus sunrise picture
- Maintenance in backcountry
- Town Square tree lighting
- Emergency preparedness

## Website updates

- Annual meeting and election information
- Planned outage homepage notifications
- National Drive Electric Week
- Member Appreciation events

## Employee Communication

- COVID-19 updates
- Ugly Sweater Contest
- Employee Sledding Party
- Angel Tree donations
- All-Employee Meeting

## Outages

- Oct. 7: East Anchorage
- Oct. 9: Abbott Road
- Oct. 15: Rabbit Creek
- Oct. 21: Indian/Girdwood/Portage
- Oct. 26: Downtown/Midtown
- Oct. 31: Storm with multiple outages
- Nov. 13: Dimond (vehicle accident)
- Nov. 15: Muldoon/Debarr
- Nov. 27: Downtown
- Nov. 27: Cooper Landing
- Dec. 9: Cooper Landing
- Dec. 15: Portage/Whittier
- Dec. 23: Girdwood

## Media/Press Releases

- ADN: OSHA mandate scuttled
- ADN: COVID revenue short fall
- ADN: Charging station corridor
- Alaska Journal: Acquisition op-ed
- Alaska Journal: Revenue shortfall
- AK Biz: Rate increase
- AK Biz: CEO search
- AK Biz: Acquisition op-ed
- AK Biz: Dimond EV charging
- KTUU: Outage coverage
- PR: MAC appointed
- PR: Pandemic impacts
- PR: Turkey donations





**TO:** Lee Thibert, Chief Executive Officer

**THRU:** Arthur Miller, Executive VP, Regulatory and External Affairs

**FROM:** Jean Kornmuller, Manager, Regulatory Affairs

**DATE:** March 23, 2022

**SUBJECT:** *Railbelt Electric Utility Bill Comparison: First Quarter 2022*

This memo summarizes the electric bill totals among the Railbelt utilities for retail rates effective first quarter, 2022. The bill totals are calculated based on typical monthly usage levels in the residential, small commercial and large commercial rate classes.

In first quarter 2022, Chugach Electric Association, Inc.'s (Chugach) bill levels remain the lowest in the Railbelt for both North and South District members. Table 1 below summarizes the total bills between fourth quarter 2021 and first quarter 2022.

<b>Table 1: Summary of Electric Bill Totals <sup>1</sup></b>					
<b>Period: First Quarter 2022</b>					
Customer Class	Chugach				
	South	North	GVEA	HEA	MEA
Residential (600 kWh)	\$125.73	\$110.26	\$177.11	\$162.67	\$130.97
Cost per kWh	\$0.210	\$0.184	\$0.295	\$0.271	\$0.218
% Change from prior quarter	(2.6%)	(6.0%)	9.4%	(0.4%)	(0.5%)
% Difference from Chugach South bill	--	(12.3%)	40.9%	29.4%	4.2%
Small General Service (1,250 kWh)	\$214.30	\$189.34	\$357.37	\$325.45	\$258.77
Cost per kWh	\$0.171	\$0.151	\$0.286	\$0.260	\$0.207
% Change from prior quarter	(3.2%)	(7.2%)	9.7%	(0.4%)	(0.5%)
% Difference from Chugach South bill	--	(11.6%)	66.8%	51.9%	20.8%
Large General Service Secondary <sup>2</sup>	\$4,664.39	\$3,626.81	\$6,541.42	\$6,686.38	\$4,975.27
Cost per kWh	\$0.167	\$0.130	\$0.234	\$0.239	\$0.178
% Change from prior quarter	(3.3%)	(8.4%)	12.2%	(0.5%)	(0.8%)
% Difference from Chugach South bill	--	(22.2%)	40.2%	43.3%	6.7%

<sup>1</sup> Bill totals are based on tariffed base and cost of power rates, the Regulatory Cost Charge, and Gross Revenue Tax. Local taxes, including the Municipality of Anchorage two percent underground surcharge, are not applicable to all utilities and are therefore excluded from the calculations.

<sup>2</sup> These totals do not reflect impacts associated with the tariffed demand ratchets.

The changes to residential bill levels between fourth quarter 2021, and first quarter 2022, are summarized below.

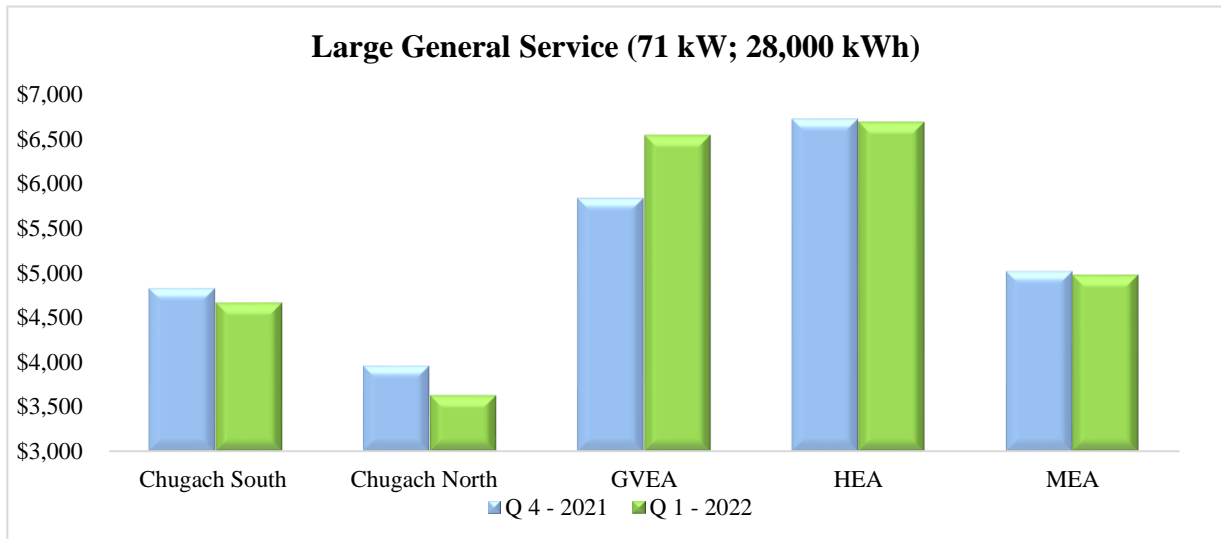
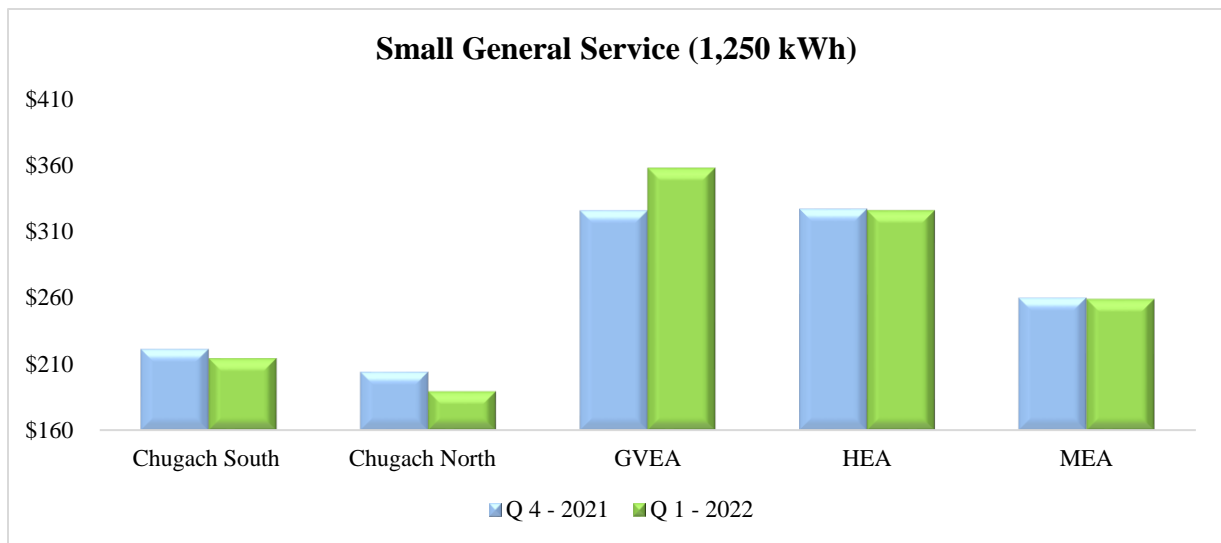
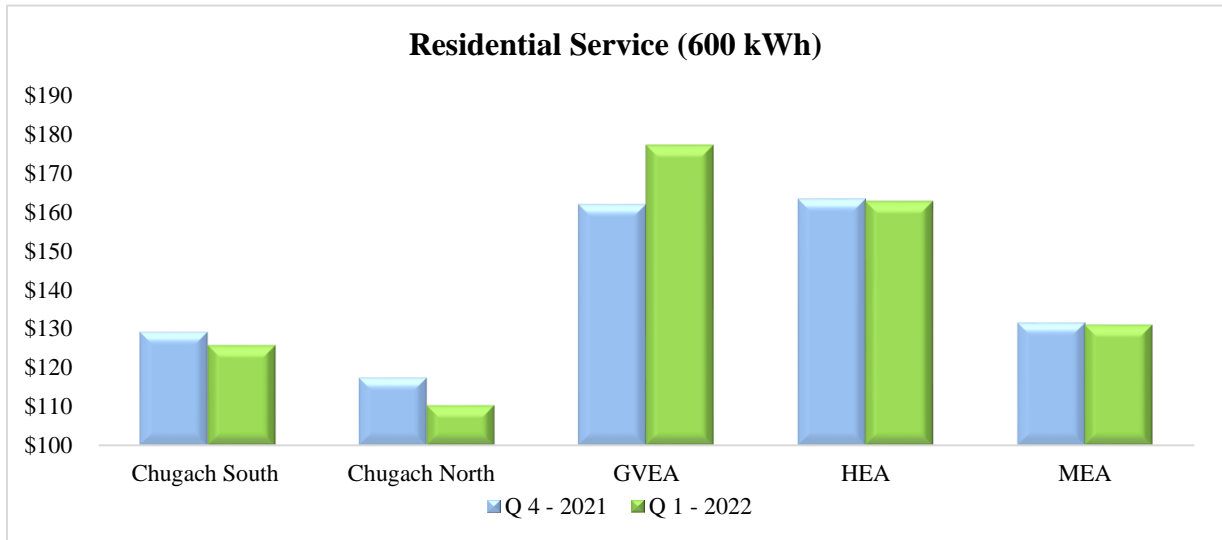
- Chugach's South District residential bill decreased 2.6 percent largely due to the combined effects of a decrease in the cost of power adjustment factor and an increase in the Beluga River Unit (BRU) Contributed Capital (CC) surcharge. Chugach's North District residential bill levels decreased 6.0 percent largely due to the combined effects of a decrease in the cost of power adjustment factor, an increase in the BRU CC rebate and a decrease in the Restricted Rate Reduction (RRR) account rebate. The base energy and demand rates remain unchanged for both districts.
- GVEA's residential bill levels increased 9.4 percent, due to an increase in their cost of power adjustment factor. The base energy and demand rates remain unchanged.
- HEA residential bill levels decreased 0.4 percent, due to a reduction in their cost of power adjustment factor. The base energy and demand rates remain unchanged.
- MEA residential bill levels decreased 0.5 percent, due to the net impact of a 5.1 percent decrease in the cost of power adjustment factor and a 2.0 percent increase in base energy and demand energy rates.

#### **Figures 1 through 4**

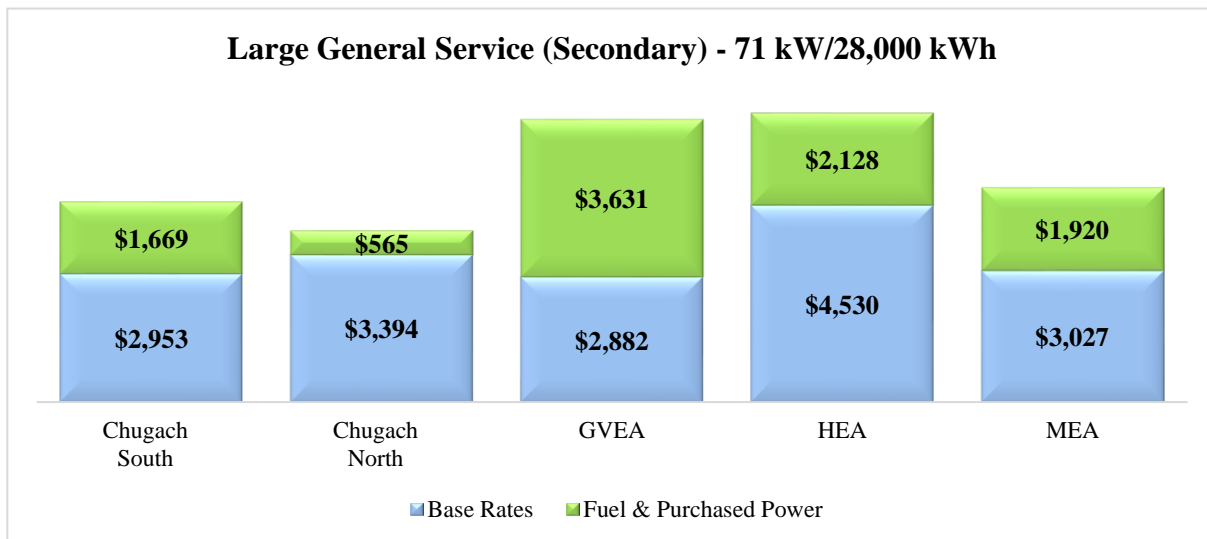
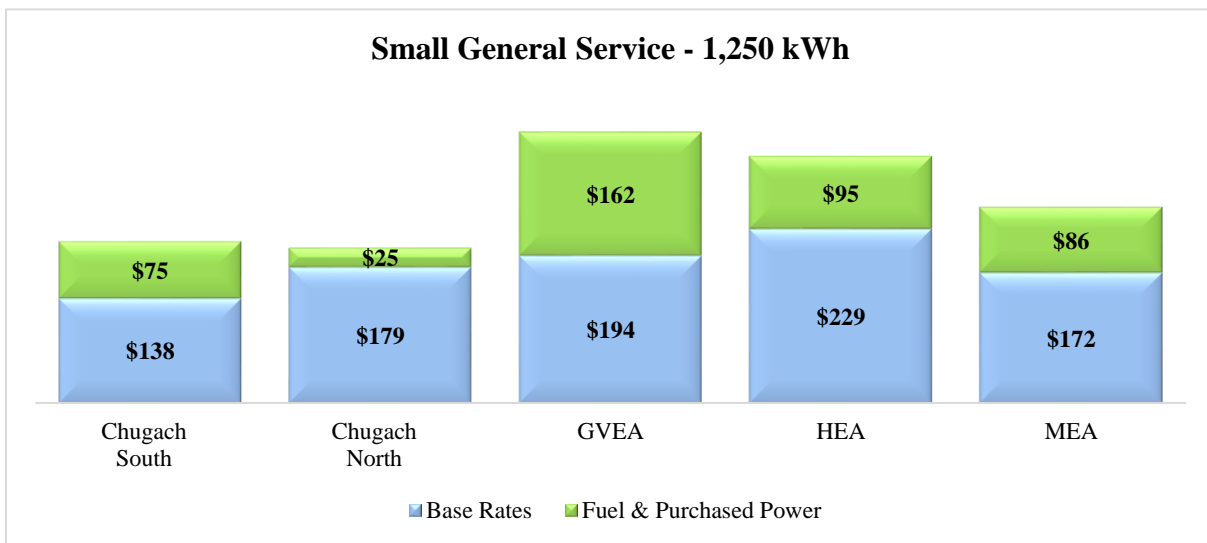
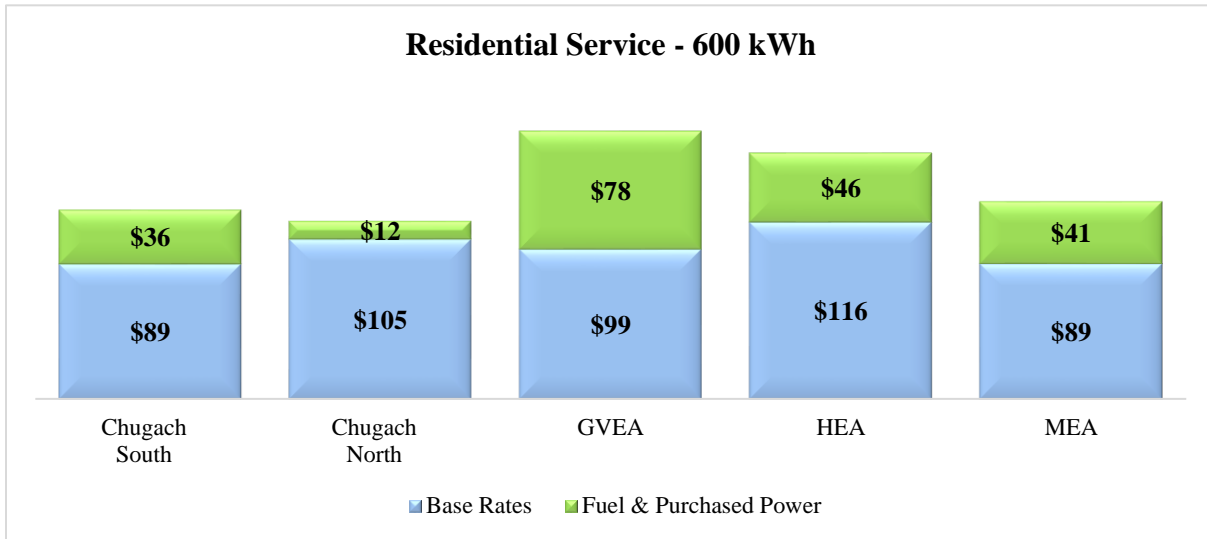
The figures on the following pages provide graphical illustrations to show the Railbelt utilities comparative bill levels, base rate and fuel and purchased power components, and changes over time.

- Figure 1 compares bill totals between fourth quarter 2021 and first quarter 2022.
- Figure 2 compares the base rate and the fuel and purchased power components of the monthly bills for each utility this quarter.
- Figures 3A and 3B summarize Chugach's South and North Districts' respective bill levels for base rate and fuel and purchased power components on a quarterly basis for the last seven years.
- Figure 4 illustrates residential bill totals over the last five consecutive quarters for the Railbelt electric utilities.

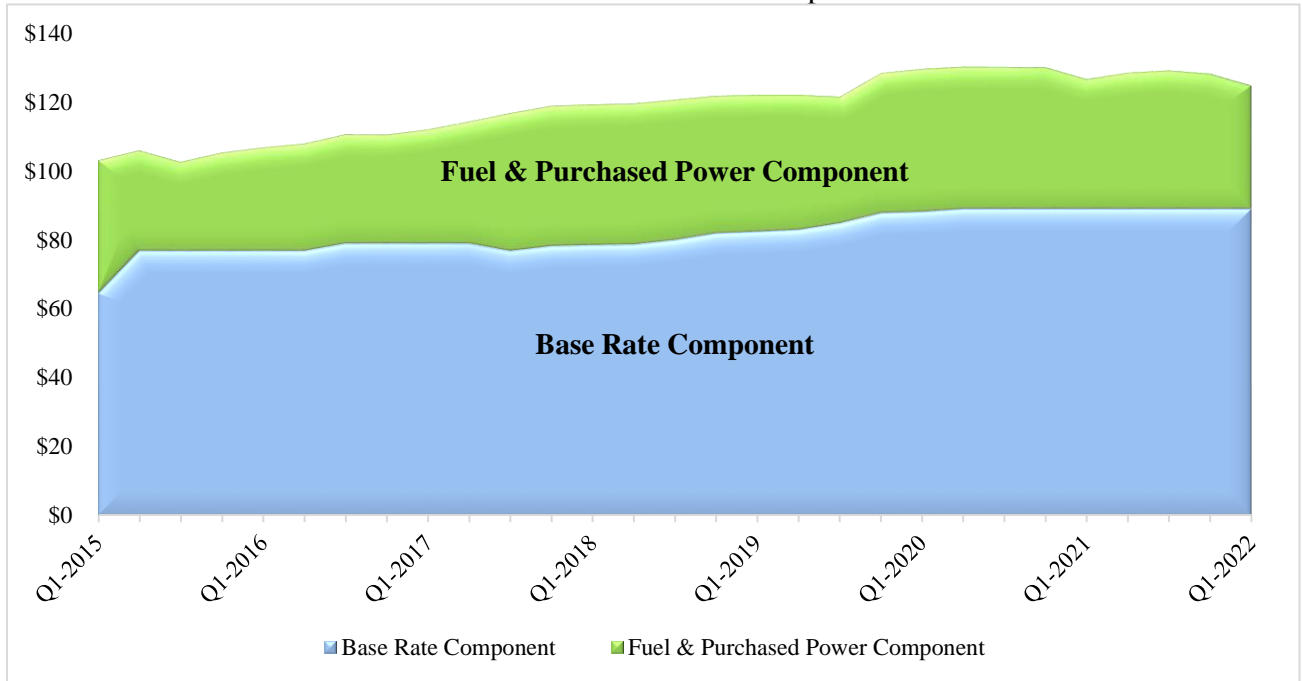
**Figure 1: Retail Electric Bill Totals by Utility**  
 Comparing Fourth Quarter 2021 and First Quarter 2022



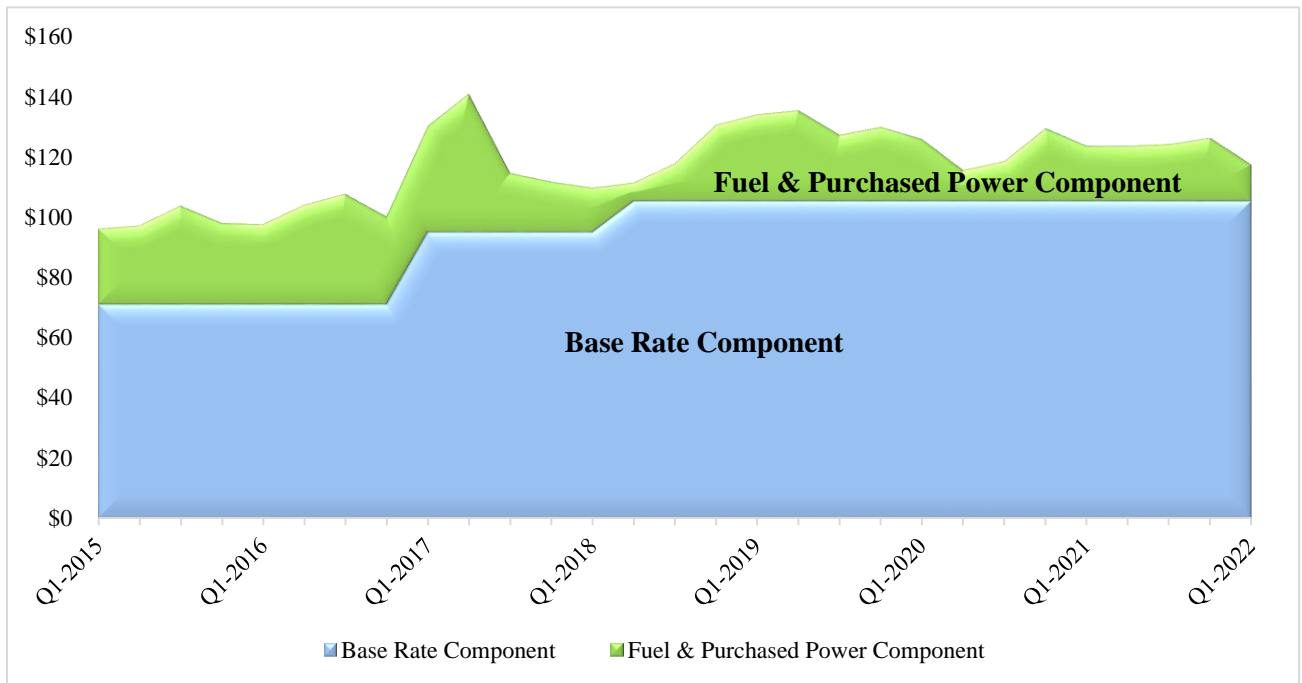
**Figure 2: Base Rate and Fuel and Purchased Power Components**  
 First Quarter 2022



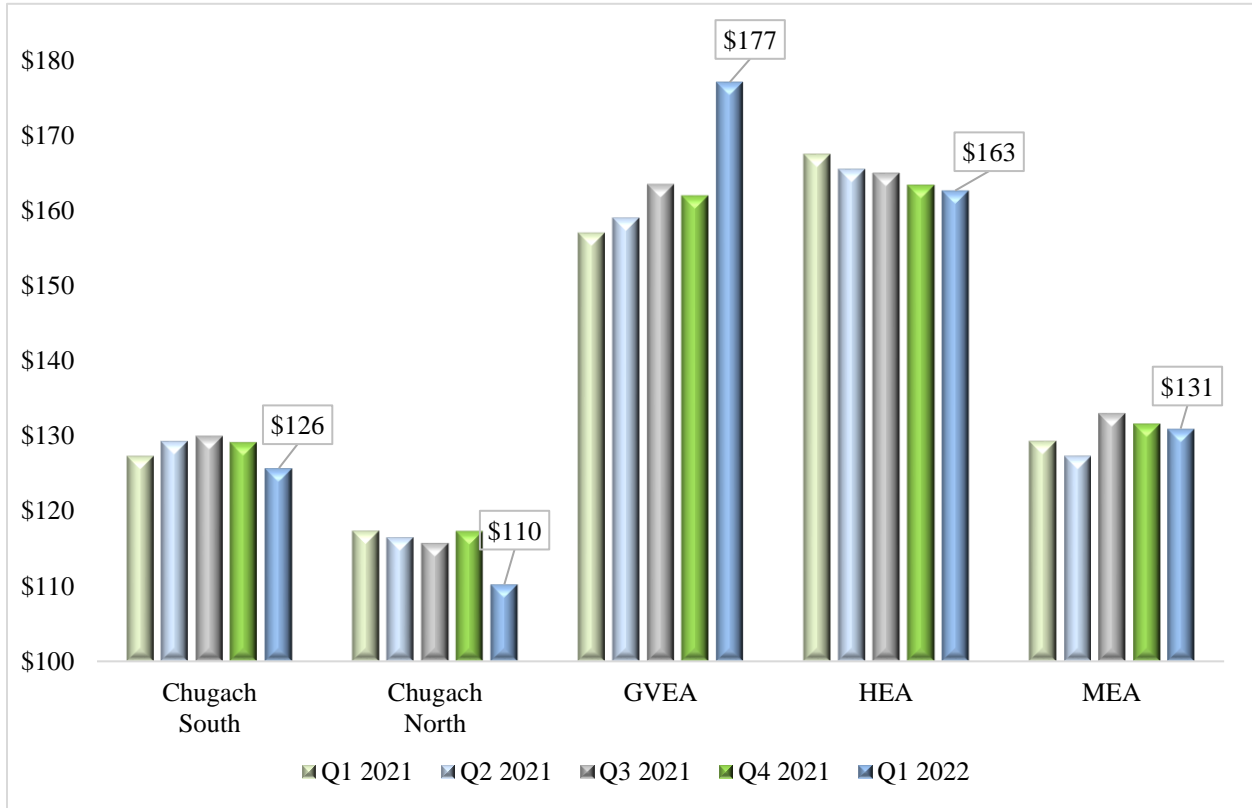
**Figure 3A: Chugach South Quarterly Residential Bill Total History**  
Based on 600 kWh Consumption



**Figure 3B: Chugach North Quarterly Residential Bill Total History**  
Based on 600 kWh Consumption



**Figure 4: Railbelt Electric Utility Residential Bill Levels (600 kWh)**  
First Quarter 2021 through First Quarter 2022



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# Railbelt Utilities: Comments to the House Special Committee on Energy

HB 301

March 17, 2022



# Agenda

- HB 301 and the Railbelt Utilities
  - Proposed Amendments
  - Railbelt Grid vs. Lower 48
  - Closing Comments
-



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# House Bill 301 – Introduced February 4, 2022

- In January 21, 2022 letter, support was expressed for Governor Dunleavy’s vision to bring the Railbelt electric system along with a more diversified energy mix into the future.
  - Railbelt Utilities (Chugach Electric, Matanuska Electric, Golden Valley Electric, Homer Electric and Seward Electric) recognize the importance of a more diverse energy mix for Alaska and are fully united in their support of the “intent” of the proposed legislation.
  - The Utilities see the legislation and any decisions around the legislation as a great opportunity to create a strong foundation and set a clear direction for Alaska’s electric utility future.
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# Essentials and Other Priorities

- Utilities view the following as essential in any renewable or carbon reduction standard:
    - Achievable goals rooted in the physical and economic realities of the system.
    - Consideration of transmission constraints.
    - Rate and reliability caps to ensure the burden of achieving goals do not punish families and businesses.
    - Utilize the newly formed Electric Reliability Organization (ERO).
    - Protect against special interests and profit motives.
    - Allow for flexibility to respond to the fast-evolving nature of the industry.
    - Set up Alaska to achieve success and build on those successes.
  - Other Priorities
    - Consideration of supply and demand-side management techniques.
    - Inclusion of nuclear and other carbon-neutral fuels.
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# Proposed Amendments

- The Utilities have communicated with Governor Dunleavy to outline proposed amendments to the legislation—amendments to make the legislation more realistically achievable and affordable while considering the unique physical and economic realities of operating in Alaska’s vast and remote geography.
  - Focus of Proposed Amendments
    - Costs and reliability caps to protect the rates of members/consumers.
    - Achievable targets and timelines based on analysis – such ERO’s Integrated Resource Plan.
    - RCA Consideration of good cause for events outside the control of the utilities.
    - Streamlined RCA approval for selection, design, permitting and construction of projects.
    - RPS milestones coordinated with the replacement of the existing Railbelt generation fleet.
    - Fines collected for noncompliance to be used to invest in infrastructure to support renewables.
    - Consideration of utility-developed projects in addition to power purchase agreements.
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## Amendment #1: AS 42.05.780(a)

- An electric reliability organization shall file with the commission in a petition for approval an integrated resource plan for meeting the reliability requirements of all customers within its interconnected electric energy transmission network in a manner that provides the greatest value, consistent with the load-serving entities' obligations. An integrated resource plan must contain an evaluation of the full range of cost-effective means for load-serving entities to meet the service requirements of all customers, including additional generation, transmission, battery storage, and conservation or similar improvements in efficiency. An integrated resource plan must include options to meet customers' collective needs in a manner that provides the greatest value, consistent with the public interest, regardless of the location or ownership of new facilities or conservation activities. **An integrated resource plan must also include options to meet the renewable portfolio standard under AS 42.05.900** as well as, for comparative purposes, the least-cost option that meets the requirements of the region's reliability standards (reliability-adequate), if that option does not meet the renewable portfolio standard.*
  - What Changed:** In conjunction with ongoing ERO efforts and to promote and sustain collaboration amongst our utilities in achieving the RPS, while reducing unwarranted costs, language requiring an ERO's IRP to include options for each load-serving entity to meet the RPS has been eliminated.
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## Amendment #2: AS 42.05.900(a)

- *A load-serving entity that is subject to the standards of an electric reliability organization under AS 42.05.760 shall comply with the renewable portfolio standard established in this section.*

*The renewable portfolio standard requires that the entity's portfolio consist of net electricity sales from renewable energy resources, as follows, and pending RCA confirmation based on the completion of the ERO's first integrated resource plan...*

- **What Changed:** Added language requiring percentage benchmarks and successive compliance periods to be confirmed by an ERO IRP and removes the first target year (2025) due to project development and other timing limitations.
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## Amendments #3 and #4: AS 42.05.900(b)(1) and (b)(2)

- *A purchase power agreement or contract to construct entered into between a load-serving entity and a renewable electrical energy producer will be considered to satisfy all or part of the quantities required under (a) of this section by the end of a compliance period if*
    - (1) the effective date of the purchase power agreement or contract to construct is on or before the date of the compliance period;*
    - (2) the purchase power agreement or contract to construct guarantees that the renewable electrical energy will be delivered to the load-serving entity not later than two years for wind and solar and not less than 7 years for hydro or as otherwise determined by the RCA after the compliance period...*
  - **What Changed:**
    - Added language to provide for utility developed projects to be considered on an equal footing with power purchase agreements when looking at ways to satisfy the RPS.
    - Added language require delivery of the renewable energy resource to load-serving entities not later than two years for solar and wind energy sources and not less than seven years for hydro resources or as otherwise determined by the RCA.
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## Amendment #5: AS 42.05.905(e)

- *In considering the public interest, the Commission shall consider the comparison of the least-cost reliability-adequate option as outlined in AS 42.05.780(a) with the costs of complying with the RPS, as well as service quality, environmental, and other attributes deemed relevant. The Commission may stay the requirements of AS 42.05.900(a) if they find, after notice and opportunity to be heard, that costs to comply exceeds 10% of the least-cost reliability-adequate option. Additional aspects of the RPS that lead to the detriment of the reliability, resiliency, or security of the existing electric delivery network will also be evaluated. In evaluating the Compliance Period reports, the commission shall modify or delay the implementation of the renewable portfolio standard, in whole or in part, if the commission determines it is in the public interest to do so. The commission shall also do so consistent with its obligations with respect to 42.05.780 in assessing the public interest of the electric reliability organizations integrated resource plan including consideration of cost of the renewable portfolio standard above the least-cost reliability-adequate plan.*
  - **What Changed:** In an effort to cap cost escalations or reliability impacts for Alaskans, added language that provides the RCA the ability to suspend in whole or in part the RPS if it is found to be contrary to the public interest. The RCA would also be allowed to stay a requirement to comply with the RPS when the costs to comply exceeds 10% of the reliability-adequate IRP scenario or has material impacts to reliability, resiliency and security.
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## Amendment #6: AS 42.05.915(b) and (c)

- *(b) Events or circumstances that are outside of a load-serving entity's reasonable control shall include, but not be limited to...*
  - *(c) Factors for establishing good cause for noncompliance shall include, but not be limited to:*
    - (1) the actions taken by the load-serving entity to procure the renewable electrical energy;*
    - (2) the extent of good faith efforts by the load-serving entity to comply;*
    - (3) the lack of past failures to comply;*
    - (4) the likelihood and amount of future renewable electrical energy to be procured by the load-serving entity;*
    - (5) the impact of the noncompliance fine on the load-serving entity considering the size or ownership of the load-serving entity;*
    - (6) the full cost of RPS compliance for the RPS IRP is more than 10% of the cost of non-compliance with the reliability-adequate IRP*
    - (7) other similar information.*
  - **What Changed:** Language addressing noncompliance and waiver has been modified to require that the RCA adhere to events and circumstances outside the control of load serving entities and factors for good cause in considering noncompliance with the RPS. Since these are not exhaustive factors it provides the RCA the ability to expand options through their RCA's rulemaking or adjudication process.
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## Amendment #7: AS 42.05.915(e)

- *The full amount of any fine (net of credits) shall be set aside by the LSEs and used to fund electrical infrastructure efforts to support the integration of renewables in the region. Further, a credit shall be issued against any fine in an amount equal to the prior compliance periods amount of capital investment by the LSEs in projects that serve to decongest the transmission system of the interconnected electric energy transmission network and not funded by a previous fine amount. No fines shall be levied in the event that the Commission finds that no renewable energy sources, that meet the other provisions of this act, are available to LSEs.*
  - **What Changed:** Language pertaining to the noncompliance fine has been modified to provide that a load-serving entity's noncompliance fine must be used by the utility to invest in electrical infrastructure to support renewable energy development in the region and thus be allowed in rates.
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## Railbelt Electric Grid...*Not the Lower 48*

- The Railbelt Electric grid supports the lives and economic well being of 475,000 Alaskans. Based on EPA and EIA data, Railbelt electricity production produced 7.7% of the carbon emissions statewide in 2019.
  - Cooperatives and municipal-owned utilities are not for profit - all costs are born directly by the end-use members/consumers. Investor-owned utilities focus on profits and shareholders. Cooperative rate-making principles are more limiting, most are not regulated and many are not responsible for meeting an RPS.
  - Very little redundancy to ensure continuous power as it is too expensive because of long distances. Have resolved lack of transmission with localized generation. Similar to microgrid concept but on a larger scale.
  - Isolated grid, no ready-made market of 'firm' renewable options to buy like lower 48. Utilities must buy from currently non-existent projects or build, including transmission to reach existing transmission backbone.
  - 80% renewable in Alaska means rebuilding almost entire generation suite in 18 years. Also, current transmission system would need to more than double existing Infrastructure.
-

# Closing

- As outlined in our communications with Governor Dunleavy, Railbelt Utilities are united in their support of an achievable, affordable and sustainable RPS with cost-containment measures designed to protect utility members/consumers.
- As NREL Indicated – this is the first of what needs to be additional studies based on costs. We support additional, objective and thorough analysis for improved policy decisions.
- We are working proactively and collaboratively with each other, AEA, NREL and ACEP to evaluate cost-effective projects.
- The Railbelt electric system is unique and different than the Lower 48 grid, a fact that must be considered before implementing any RPS.
- The soon-to-be-authorized ERO has been empowered by the legislature to plan the electric future for the Railbelt. It provides a transparent, inclusive and well-informed process for decisions supported by a diverse group of stakeholders.
- The Railbelt Utilities are excited about the opportunities an energy transition can bring for ratepayers, sustainability and economic development.
- We appreciate the State’s bold vision regarding this RPS legislation and look forward to further collaboration to create smart policies that help ensure a successful transition.



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# Questions

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# Appendixes

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# Electric Reliability Organization (ERO) - Update

- Stakeholder group (RRC IC) has worked for two years to develop an organization to meet the statute and associated regulations developed through SB123.
    - RRC members:
      - 5 Railbelt Utilities plus Doyon Utilities
      - Alaska Energy Authority (AEA)
      - Large, small and environmental consumer representatives (REAP, AKPIRG, ANTHC)
      - Independent Power Producers –IPPs (CIRI, AEP, AIPPA, Renewable IPP)
      - Independent members
      - Ex officio, nonvoting: Regulatory Commission Of Alaska (RCA), Attorney General’s Office of Regulatory Affairs and Public Advocacy (RAPA),
  - The application will be filed with the RCA on March 25, 2022.
  - RCA regulations are complete. They became highly prescriptive and detailed regulations, resulting in a higher than expected organizational cost (\$10M/yr. estimate).
  - This organization has been authorized by the legislature to conduct a cohesive integrated resource plan (IRP) long-term transmission and generation integrated resource development plan for entire Railbelt region.
  - Statute and regulation require a rigorous, transparent and inclusive stakeholder and public process and involvement. RRC requires supermajority 75% agreement on the IRP and at least 3 stakeholder classes to approve.
  - This organization is the appropriate body to develop, or at least confirm, an aspirational and achievable path to decarbonization, including a renewable portfolio standard.
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# Renewable Technology Considerations

The Railbelt is an isolated grid, when you compare the Alaskan Railbelt to solutions that work in other states these are questions to ask:

1. Is the resource proven - do we know what and where it is, and how much energy and capacity it can produce and how to bring it to market?
  2. Is the technology proven – is the technology well deployed, or is this a Serial Number #1 project?
  3. Are the resources and technology economic to bring to market?
  4. What grid changes and associated costs are required to ensure deliverability (no negative impact to reliability and resiliency).
  5. Is this resource firm or non-firm?
    - If non-firm, how is energy stored for future use?
    - If non-firm how is the resource backed-up?
  6. How much of the Railbelt's current energy (4,800 GWhs) of electrical load can future resources meet?
    - Grant Lake – 20 GWh
    - Fire Island Wind - 50 GWh
    - Dixon Creek - 325 GWh
    - Bradley Lake - 400 GWh and
    - Susitna/Watana - 2,800 GWh
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# Renewable Portfolio Standards(RPS) Considerations

A cost effective and sustainable RPS must consider and plan for the following things:

- Maintaining the requirement to balance the sources and users of electricity (Generation-Load Balance).
    - Moment by moment
    - Hour by hour
    - Plan to address seasonality of resources and load
  - The ability to transfer wholesale electricity from production to retail meter.
  - The economic and technical availability of resources.
  - The costs commitments (debt service) for existing generation.
-



### Historical Renewable Alternative Costs Versus Chugach Electric Avoided Cost



# Overview of 2022 Election, Member Appreciation Event, and Annual Meeting

Regular Board of Directors' Meeting  
March 23, 2022



# Agenda

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- Annual Election
- Member Appreciation Event
- Annual Meeting

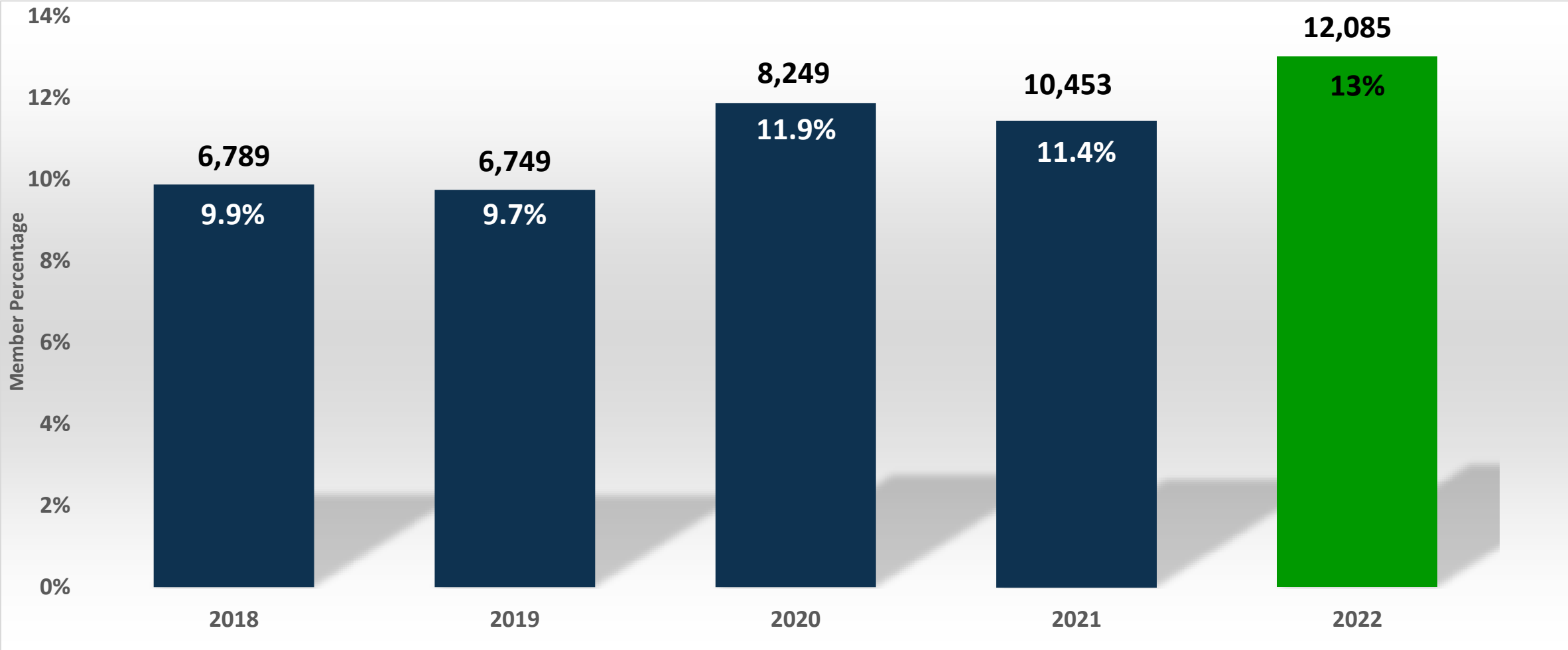
# 2022 Election Overview

# Election Goals

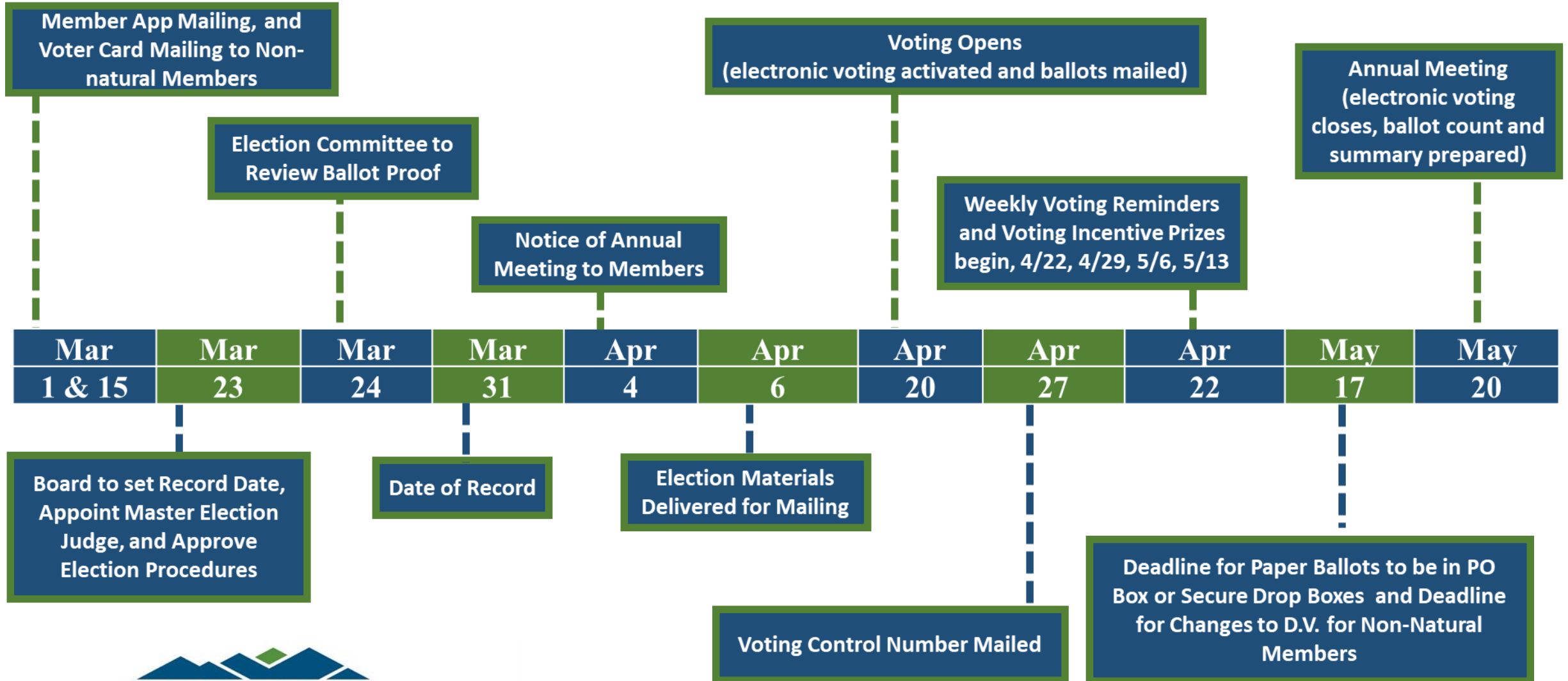
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- Ensure fairness, impartiality, confidentiality, and integrity of the voting process
- Educate members on cooperative membership and voting
- Simplify member voting; transparent and easy to understand voting process
- Increase member voter participation to 13%

# Election Goal 2022



# 2022 Election Key Activities



# 2022 Election Communications

## Election Communications to Membership

January – May 2022

- Using The Outlet Newsletter, Chugach website, My Account, direct mail and social media posts, to announce the upcoming election, member appreciation event, and annual meeting to all members

May 20

- Electronic voting closes at 2 pm
- In-person member registration and voting opens at 3 pm (paper and electronic voting available – photo ID required)
- Member Appreciation Event: 3 pm – 6 pm
- Annual Meeting: 6 pm – 7 pm



# Voting Incentives – Drawings & Prizes

## Early Bird Voting Prizes

April 22 – May 13	<ul style="list-style-type: none"><li>• On Fridays, voting email reminders are sent to members who have not voted</li></ul>
April 22	<ul style="list-style-type: none"><li>• Aerogarden – Indoor Garden</li></ul>
April 29	<ul style="list-style-type: none"><li>• Masterbuilt 30-inch Digital Electric Smoker</li></ul>
May 6	<ul style="list-style-type: none"><li>• Greenworks 48V 20” Brushless Cordless Lawn Mower</li></ul>
May 13	<ul style="list-style-type: none"><li>• Dewalt 20V MAX Combo Kit, Compact 4-Tool</li></ul>

# 2022 Member Appreciation Event

# Member Appreciation Event - Goals

- Show appreciation to Chugach's members
- Provide a family friendly, safe, and fun event
- Provide information about energy efficiency, sustainability, and available community services through educational booths



# Member Appreciation Event - Activities

- May 20, 2022
  - 3 pm to 6 pm
- Activities
  - SPP Tours (3)
  - Educational Booths
  - Bucket Truck Rides
  - Games
  - BBQ
  - Prize Drawings



# 2022 Annual Meeting



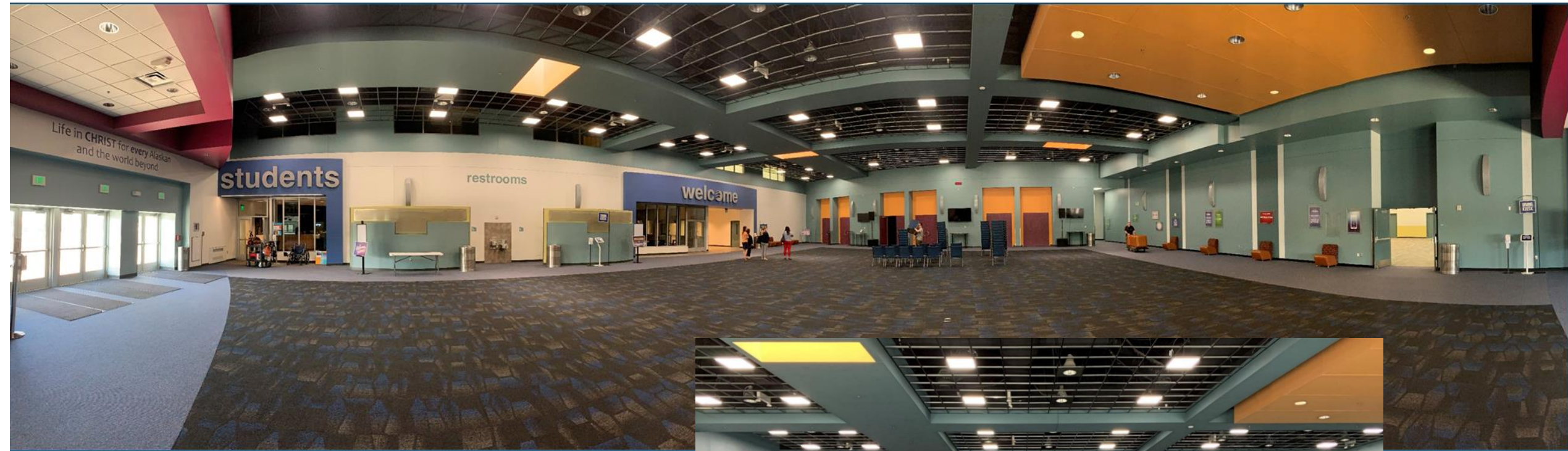


# ChangePoint Venue

Main  
Entrance



# ChangePoint Venue



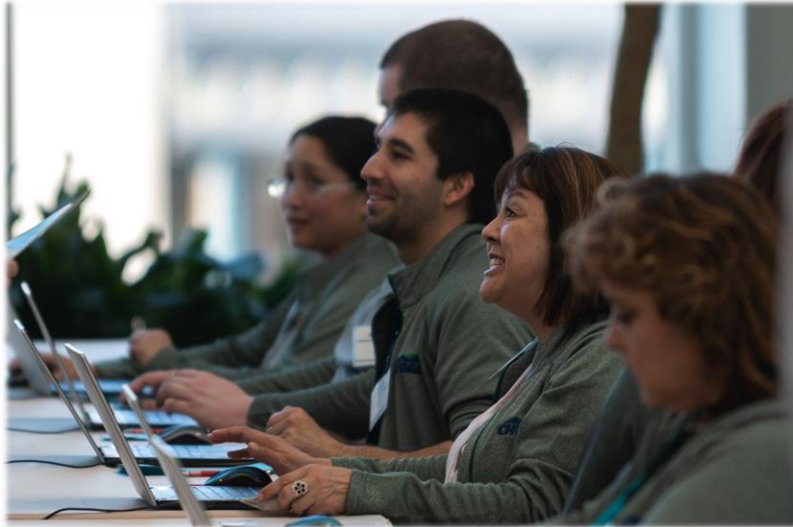
Entrance Hall  
(annual meeting space)





# Meeting Highlights

- Registration, voting opportunity (Reg. opens at 3 pm)
- 6 pm to 7 pm meeting run time
- Reports from committees
- Candidate statements
- Board video
- Election results
- Treasurer video
- Meet new CEO (Live)
- Questions from members/door prizes
  - Announce the (2) winners of one year's worth of electricity (up to 10,000 kWh) from random drawing of all voters
  - Door prize drawings – gift certificates from local businesses





# Total Cost Summary

	2018	2019	2020	2021	2022 Budget
Annual Election Costs	\$197,749	\$233,747	\$219,905	\$239,723	\$206,170
Member Appreciation Event	\$25,100	\$37,450	\$790	\$1,500	\$45,000
Annual Meeting	\$52,805	\$53,555	\$40,944	\$52,624	\$71,550
<b>Total</b>	<b>\$275,654</b>	<b>\$324,752</b>	<b>\$261,639</b>	<b>\$293,847</b>	<b>\$322,720</b>

# Questions

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

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

**March 23, 2022**

**ACTION REQUIRED**

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

Information Only  
 Motion  
 Resolution  
 Executive Session  
 Other

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**TOPIC**

2022 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 February 15, 2022, February 22, 2022, and on March 1, 2022, at which they reviewed and updated the procedures to reflect 2022 dates and procedures.

A copy of the 2022 Election Procedures is attached.

**MOTION**

Move that the Board of Directors approve the 2022 Election Procedures as recommended by the Election Committee.

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

<b>Election Dates</b>	
<b>Date</b>	<b>Activity</b>
<b>2-15-2022</b>	First meeting of Election Committee to recommend Date of Record, Master Election Judge, and review/revise Election Procedures
<b>Ongoing</b>	Election committee continues to meet as needed
<b>3-15-22</b>	Designated Voter Card mailing to non-natural members
<b>3-23-22</b>	Board to set record date for the next election, appoint Master Election Judge, and approve revised Election Procedures
<b>3-24-22</b>	Election committee review ballot proof
<b>3-31-22</b>	Date of Record
<b>4-4-22</b>	Election materials completed Notice of Annual Meeting Mailed to Members
<b>4-6-22</b>	Election materials delivered for mailing
<b>4-20-22</b>	Voting opens, electronic voting is activated, and ballots are mailed
<b>4-27-22</b>	Control Number mailed (password mailed to all members)
<b>5-17-22</b>	Deadline per bylaws for paper ballots to be in PO Box or secure drop box locations by noon
<b>5-20-22</b>	Electronic Voting Closes at 2:00 PM on Annual Meeting Date

The Election Committee adopted the following procedures:

**General**

1. An Election Administrator 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 Administrator as described in the Election Procedures.
2. The Election Committee will select a Master Election Judge, agree to the recommended date of record, and prepare election procedures annually. The Election Committee reviews and approves ballot language prior to final printing.
3. To participate in the election, a person or non-natural entity must be a Chugach member by the close of business on the date of record, in accordance with bylaw requirements.
4. Chugach will prepare and mail letters to the non-natural members 90+ days before the annual meeting, 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 Tuesday, May 17, 2022.
5. Post-date of record, Chugach will prepare a member voter file which contains the member numbers, member names, mailing addresses, member type, telephone numbers, and email address (if available). The voter file will also include information regarding whether the member has opted for a paper ballot.
6. Chugach will send one or more mailings to all members of record advising them of their voting options. The communication will provide them with details of the upcoming election and voting deadlines.
7. 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. Additionally, they will include instructions for signing up for electronic election materials, requesting a paper ballot, reporting suspected voter fraud, and a reminder that the right to vote may not be transferred (no proxy voting).
8. The first valid ballot received will be the ballot counted. If a mail ballot envelope is received first, the Election Administrator 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 Administrator will notify the member and provide information on how the member can cast a valid ballot.

9. If an invalid ballot envelope is received fewer than 10 calendar days before the election but before the balloting deadline, the Election Administrator 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.
10. In 2022, all voting will conclude at the electronic voting deadline at 2:00 PM on Friday, May 20, 2022, and results compiled. In-person voting will re-open at 3:00 PM on Friday, May 20, 2022.
11. The Election Administrator will prepare a ballot summary for use by the Master Election Judge.
12. The Master Election Judge will announce the results of the balloting at the Annual Meeting. A representative of the Election Administrator will accompany the Master Election Judge.
13. Provisions for recounts are explained in the Chugach Bylaws, Article III, Sections 9(f) and 9(g).
14. The Election Administrator will secure election materials and may destroy them after receiving written authorization from Chugach Member Services, in accordance with Chugach Bylaws, Article III, Section 9(d).
15. The Election Administrator 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. A preliminary compilation of these statistics will be made available to Chugach the day after the Annual Meeting. A follow-up formal written report will be made available within two weeks of the annual meeting.

### **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 will be mailed the control number the week after voting opens.

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 Administrator. If there is no email address on file, the Election Administrator will refer the member to Chugach Member Services to validate the membership status as of the Date of Record and provide an email address. Member Services will provide the email address to the Election Administrator who may then email the replacement voting link and provide voting instructions to the member.
5. The Election Administrator 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 its validity. The Election Committee will meet periodically throughout the balloting period to perform their oversight function. Please see the 'Electronic Ballot Security Measures' section at the end of this document for details on electronic ballot security.
6. Electronic voting will close at 2:00 PM on Annual Meeting Day to allow the database to be updated.

## **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 Administrator.

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

3. Chugach will have election materials printed and delivered to the Mailing Subcontractor shortly after the Date of Record. The Mailing Subcontractor will assemble and label election packets, consisting of voting instructions, a paper ballot and return ballot envelope. The Mailing Subcontractor will deliver the election materials to the Post Office for mailing.
4. When printed ballots arrive at the Mailing Subcontractor, the Election Administrator will perform test counts of all ballots until satisfied 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 Administrator and/or the Election Committee will ensure the election packets are delivered to the Post Office.
6. For a ballot to be valid it must be returned by the deadline for return ballots as per Chugach Bylaws Article III, Section 9(c).
7. Every member mailed an election packet is entitled to request a replacement ballot. Members will be referred to the Election Administrator. The Election Administrator must have a 24-hour phone number to handle member calls. The Election Administrator will mail replacements as requested, along with a new return envelope on which the member's name and member number have been printed. A member may request a replacement ballot once during the election. The Election Administrator will track if a replacement ballot is sent to a member.
8. Only the Election Administrator will notify members of the validity of their ballot envelopes. Information about the validity of individual ballots will not be provided after the election.
9. Mail ballots will be machine-readable.
10. The Election Administrator will be responsible for securing ballot counting equipment compatible with the ballots, and for transporting the equipment. The Election Administrator will test the equipment prior to commencing the ballot count.
11. A dedicated post office box for returned ballots will be used during the election. There will also be secure drop boxes available for mail ballots that are dropped off at the Chugach Electric member service lobby and at the Election Administrator's office. 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 be immediately turned over to the Election Administrator by the contracted security service.
12. The contracted security service will then take the secured drop boxes to the Election Administrator'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 Administrator.
13. The Election Administrator will sort mail ballot envelopes and bundle them chronologically.



14. The Election Administrator will check the ballot envelopes from each pickup to ensure they have a valid member number and signature. Questioned envelopes will be set aside for review by the Election Committee.
15. The Election Administrator 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. If an invalid mail ballot envelope is received at least 10 calendar days before the election, it will be mailed to the member within one day of being found invalid. The Election Administrator 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 Administrator will coordinate with Chugach to verify the member's eligibility to vote and record a valid email address; then, the Election Administrator 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 Administrator 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, signature card, or electronically signed application supported by photo ID on file with Chugach. However, if the committee reaches a tie regarding the validity, the benefit of the doubt will go to the member.
20. In addition to the questioned envelopes, a random sample of the mail ballot envelopes with both a member signature and member number will be checked against the member applications, electronically signed applications supported by photo ID 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 prior to the Annual Meeting from all designated locations including Chugach Member Service lobby ballot drop box, post office box and Election Administrator's office in accordance with the Chugach Bylaws, Article III, Section 9(c). 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 Administrator and Election Committee, using electronic/mechanical means. Balloting results will be safeguarded by the Election Administrator until the time of the Annual Meeting.

## ELECTRONIC BALLOT SECURITY MEASURES

For the ballot voting process, from the member perspective

- A unique 12-digit control number is provided to the member
- The member visits the website [chugachelection.com](http://chugachelection.com) (all activity on the website is encrypted)
- The member logs in by entering their control number (there are 1 trillion possible control number values, so guessing is impossible- automatic lockouts and response delays are used to counter "brute force" login attempts)
- After logging in, the member walks through board & resolution voting pages (an automatic logout happens if the session is idle for a long time)
- The member reaches a confirmation page, where they verify their choices & enter an email if they want a receipt (the receipt does not show specific votes cast or the control number)
- The member officially casts their vote, and a thank you page is shown

And on the hosting/software side...

The system is run in a major datacenter with top-tier security (see <https://azure.microsoft.com/en-us/overview/security> for more info).

The system is professionally engineered using best practice security measures (see <https://www.owasp.org> for more info). Here are some examples:

- Digital signatures – each recorded ballot is stamped with a digital signature, which is used to ensure that the voting record has not been altered in any way since it was received.
- Concurrent voting prevention- the system prevents a member from casting multiple ballots at the same time, from different computers
- "Point-in-time" database backups - we can pull & review a copy of the full election database as it existed at any point during the election
- Transaction log- all balloting and other data change activities are recorded (in full) in the transaction log (& added entries cannot be altered or deleted)
- Authentication log- all login attempts (failed & successful) are logged, to include all known information about the session; warning admin alerts are generated for suspicious activity
- Multi-tiered client/server input validation- ensures full validation of all ballot data before recording (for example, ensuring that a ballot does not vote for more than X candidates, or vote for the same candidate multiple times)
- Strong countermeasures for various classic web application vulnerabilities- such as SQL injection, script injection, cross-site scripting, cross site request forgery, & cookie manipulation.

The security measures for [chugachelection.com](http://chugachelection.com) are very similar to those that are in place for our Alaska Native Corporation elections system. That system has been vetted by eight tabulation/CPA firms (2 national, and 6 local), & it passed a security audit in 2018 (security audits are sometimes required by federal contracts).

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

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

**March 23, 2022**

**ACTION REQUIRED**

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

Information Only  
 Motion  
 Resolution  
 Executive Session  
 Other

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**TOPIC**

Approval of 2022 Date of Record

**DISCUSSION**

In order to allow time to prepare, the Board of Directors needs to set a record date for the 2022 annual meeting and election in accordance with Article III, Section 7 of Chugach's Bylaws and Alaska Statute 10.25.125, which states:

AS 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 February 15, 2022 meeting and voted to recommend that the Board of Directors set March 31, 2022, as the record date for the 2022 annual meeting and election. The date of the annual meeting and election is May 20, 2022.

**MOTION**

Move that the Board of Directors set March 31, 2022, as the Date of Record for Chugach's 2022 election.

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

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

**March 23, 2022**

**ACTION REQUIRED**

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

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

**TOPIC**

Approval of 2022 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 February 15, 2022 meeting, the Election Committee voted to recommend that Dawn Bundick be appointed as the 2022 Master Election Judge, and at its February 22, 2022 meeting, recommended Lawrence Camp be appointed the alternate.

**MOTION**

Move that the Board of Directors appoint Dawn Bundick as the 2022 Master Election Judge and Lawrence Camp be appointed as the alternate.