

**COOS-CURRY ELECTRIC COOPERATIVE, INC.**  
**Minutes of the Regular Meeting of the Board of Directors**  
**March 23, 2023**

**I. PRELIMINARY**

The regular meeting of the Board of Directors of Coos-Curry Electric Cooperative, Inc. (CCEC) was called to order at 10:17 a.m. on Thursday, March 23, 2023, by President Kolen, in the conference room at CCEC Headquarters office, Port Orford, Oregon.

Director Herzog called roll and stated a quorum was present, including Directors Cockerham, Kolen, Loshbaugh, McMahan, Radabaugh and Robison. Also present was Chief Executive Officer (GM/CEO) Brent Bischoff, Chief Financial Officer (CFO) Paul Keeler, Marketing & Member Services Manager (MMSM) Keith Buchhalter, and Executive Assistant (EA) Shelly Smith-Napier. General Legal Counsel Tyler Pepple was in attendance via Webex video conference.

A motion was made and seconded to approve, as amended to include Gold Beach Main Street Thank You, the regular Board meeting agenda and the motion carried unanimously.

A motion was made and seconded to approve, as presented, the minutes of the February 23, 2023, regular meeting of the Board of Directors. The motion carried unanimously.

**II. MEMBER PARTICIPATION**

**A. Open Comment Period**

No members were present for the open comment period.

**B. Member Request to Present**

No members had requested to present to the board.

### III. CONSENT AGENDA

A motion was made and seconded to approve Items A through E under the consent agenda, to-wit: the list of new members for 02/2023; the members purge list for 03/2023, the write off report for 02/2023, the GM/CEO's & Directors' expenses for 02/2023, and the attorney invoice. The motion carried unanimously.

### IV. MANAGER'S REPORT

Chief Financial Officer (CFO) Keeler reviewed the Financial Report for February 2023. Year-to-date operating revenues are ahead of budget and higher than the prior year. The cost of purchased power is also higher than budgeted and higher than the prior year, mostly due to colder weather in the area. Operating expenses were higher this month and higher than the prior year due to several storms this year. Year to date net margins are ahead of budget.

CFO Keeler reviewed the 2023 Budget TIER Analysis with the board and discussed options to meet CCEC Policy 100-260's TIER of 1.70. Staff recommends, and the board agreed, to review TIER monthly, and at the end of 2023 , if needed, discuss using some of the BPA power reserve distribution credits to meet policy TIER.

The March safety report was reviewed. GM/CEO Bischoff reported on two accidents during the month.

THE CCECF Report was reviewed. The board is happy to see the foundation building and growing.

The CEO Report was reviewed. Topics included personnel, wholesale power, and the power system.

### V. ITEMS OF BUSINESS

#### A. Committee Reports

Policy Committee – The chair of the policy review committee, Director

McMahan, advised that earlier in the committee meeting, the committee discussed the policies and/or rate schedules for review, proposed new, revised or rescinded language.

A motion was made and seconded to approve the following proposed, revised policies:

- Policy #100-300 Easement Modification Review Request – as presented, and the motion carried unanimously.
- Policy #200-020 Directors' Insurance Benefits – as presented, and the motion carried unanimously.
- Policy #200-090 Election of Officers - as presented, and the motion carried unanimously.
- Policy #300-060 Line Construction Policy – as presented, and the motion carried unanimously.
- Policy #400-070 Document Destruction & Retention Policy – as amended, and the motion carried unanimously.

**B. Directors Duties, Code of Ethics & Standards of Conduct (P#200-040)  
Annual Review & Acknowledgement (General Legal Counsel Pepple)**

This topic has been deferred until the Annual Directors Meeting to be held on June 22, 2023.

**C. Strategic Plan – Q1-23 Update**

GM/CEO Bischoff presented a revised Vision Statement to the board. "We are a committed and trusted community partner, utilizing our expertise to deliver exceptional service and innovative solutions promoting sustainability and prosperity in Coos and Curry Counties". He noted the vision statement was chosen from entries that challenged employees to revise/rewrite the current CCEC vision statement. A motion was made and seconded to accept the new vision statement and the motion carried with one against (Cockerham).

GM/CEO Bischoff reviewed the current Strategic Plan Action Matrix that staff has built from the goals and objectives developed during the strategic planning sessions held last December. The matrix will be updated by staff as the year progresses for each of the 2023 strategies, and will be reviewed with the board on a quarterly basis.

**D. Coos-Curry Electric Charitable Foundation Bylaws – Proposed Revisions**

The CCECF board proposed two revisions to the current bylaws. The first change includes the addition of up to two Beacon Broadband employees to serve on its board and the second change clarifies that a director elected to fill an open position shall remain eligible to serve two additional full successive terms. No action is required by the CCEC Board. The Bylaw revisions will be voted on at the next CCECF board meeting to be held on March 28, 2023.

**E. Electrical Contact Incident**

CCEC Operations Manager, Scott Adams, arrived at 11:26 a.m. to provide details of the electrical contact incident that occurred on February 23, 2023, and report on the findings of the investigation that followed the incident. It was concluded that work procedures were not followed. During the March Safety Meetings to be held March 28 and 29, 2023, all crews will receive refresher training on work practices for work within the minimum approach distance of normally energized power lines.. Operations Manager Adams departed the meeting at 11:45 a.m.

**F. City of Brookings Franchise Agreement**

GM/CEO Bischoff presented the board with a draft response letter addressed to Brookings Mayor Hedenskog and the Brookings City Council concerning Brookings Ordinance 23-O-805 granting franchise access to CCEC. CCEC does not accept the franchise terms and has requested two terms be

stricken from the ordinance: (1) the requirement that CCEC socialize the franchise fee to all of its members; and (2) the requirement that CCEC provide free streetlighting service in addition to the franchise fee. A motion was made and seconded to approve and send the response letter, and the motion carried unanimously.

**G. Open Discussion**

None

**H. Miscellaneous**

1. Cooperative Family Fund (CFF) Donation – EA Shelly Smith-Napier presented additional information to the board for their consideration of a donation. The board has further questions about the fund and would like to discuss their questions with CFF President Tony Anderson. EA Smith-Napier will reach out to Mr. Anderson to see if he is available to remotely attend the April board meeting.

2. America's Electric Cooperative PAC (formerly ACRE) contribution cards were distributed during the meeting. Staff has asked the board to return any contributions and the cards at the April board meeting.

3. Thank You from Gold Beach Main Street – CCEC received a thank you plaque and card from Gold Beach Main Street for their donation to the Small-Town Christmas Giveback project.

**VI. EXECUTIVE SESSION**

The regular Board meeting adjourned at 12:32 p.m. and went into an executive session to discuss member issues, contract matters and employee issues. The regular meeting reconvened at 1:28 p.m.

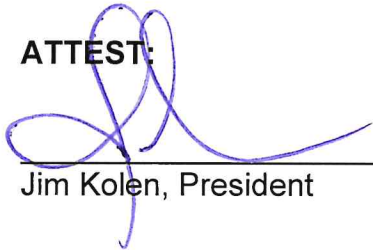
**VII. ADJOURN**

The next regular meeting of the Board of Directors is scheduled for Thursday, April 27, 2023, at CCEC's office in Port Orford, Oregon.

The meeting adjourned at 1:29 p.m.

  
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John Herzog, Secretary

**ATTEST:**

  
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Jim Kolen, President