

Unofficial Minutes until Board Approval

May 12, 2016

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE TOMBIGBEE ELECTRIC POWER ASSOCIATION HELD APRIL 14, 2016

The Board of Directors of the Tombigbee Electric Power Association met at the Tupelo Office, Tupelo, MS, on Thursday, April 14, 2016, at 5:00 p. m. and there were present the following directors:

Class of 2016

Pat Carr
Jimmy Gray
Jack Johnson (A)
John McFerrin
Buddy Palmer

Class of 2017

Tommy Estes
Guy Harris
Chip Prestage (A)
Brenda Goff Shumpert
F. G. Wiygul, Jr.

Class of 2018

Jim Gray
Steve Holland
Don Knight
Don Spradling
Cecil Weeks

(A)—Not present

Also present were: Scott Hendrix, Attorney
 Greg Jarrell, Auditor
 David Kelso, Fulton Branch Manager
 David Riley, Tupelo Operations Manager
 Steve Tarpley, Member Services Director
 Bruce Williams, Tupelo Office Manager
 William W. Long, General Manager

Pat Carr called the meeting to order and called upon Brenda Shumpert to open the meeting with prayer.

Mr. Carr opened the floor for consideration of the March 2016 regularly scheduled Board Meeting Minutes. **Tommy Estes made a motion that the March meeting minutes be approved as prepared and mailed to Directors for review.** Don Knight seconded the motion and upon vote taken, a majority vote was observed.

Mr. Carr then inquired of the Board and staff if there was a need for an Executive Session. Mr. Hendrix responded that he had matters that should be reported in executive session. As a result, **Guy Harris made a motion that the Board enter into Executive Session.** F. G. Wiygul seconded the motion and upon vote taken, a majority vote was observed.

After completion of information provided by Mr. Hendrix in Executive Session, **Guy Harris made a motion that the Board move out of Executive Session.** Steve Holland seconded the motion and upon vote taken, a majority vote was observed.

Committee Reports:

Mr. Carr then called upon committee chairmen to present information to the Board on behalf of their respective committees and other meetings and work sessions held by their committees:

Executive: Mr. Carr, Chairman, reported that the committee had met for the purpose of reviewing TEPA's Security Policy. Mr. Carr stated that it is the committee's recommendation at this time to make no changes to the present policy language. Mr. Carr further stated that during the committee's study and review of the matter, that there are other and ongoing plans for the incorporation of new business procedures and new developments in certain products and equipment used by TEPA (for example improvements in automatic meter reading equipment which includes meters that have self-contained switches which will reduce trips to business and households to reconnect electric service after normal business hours) that will indirectly provide improved employee security.

Directors then exchanged comments and ideas in the general vein and discussion of the topic of security in the workplace. As a result though, there were no motions for changes or additions at this time.

Personnel: Mr. Spradling, Chairman, called upon Mr. Hendrix to present a recommendation from the committee for revising TEPA's current policy for use of sick leave.

Mr. Hendrix was recognize and presented the following language, as considered, approved and recommended by the committee to revise the current existing sick leave policy to express: **Effective immediately, TEPA employees that accrue sick leave may use their sick leave for their own personal health care needs, as well as to care for the employee's spouse, child, and parent, or any other person residing permanently in the employee's immediate household.**

Auditor's Report: Greg Jarrell provided Directors with a copy of the TEPA Monthly Highlights Report, prepared by Franks, Franks, Jarrell and Wilemon for the month ending February 2016. Mr. Jarrell explained various details of the report and provided a summary of the Monthly Highlights report. Through the month of February, our income is at a much better standing than ending January and our gross profit margins are good. Mr. Jarrell reported that his review of TEPA financials continue to show good and healthy results for fiscal year.

Directors had no questions or comments for Mr. Jarrell concerning his report.

Manager's Report: Long reported to the Board on the following matters:

- Provided the Board with details of the Turner Park Substation outage which was planned and occurred over the weekend of April 2 for approximately two days. This outage of the station was to allow TVA the working clearance they needed to install the new switches as a part of the new and additional 161 kV transmission line being constructed. The line will be available for use later this calendar year.
- Provided the Board with information concerning work that the staff had done in support to the CDF to provide estimates of service and infrastructure needs and costs for a proposed new 30,000 kW load known as project "Greyhound" in the Lee County area. This effort is in support of a second round of evaluations and response for the industries' consideration of the north Mississippi community.

- Provided the Board with a brief overview of the new pilot project initiated by TVA with Tennessee valley wide input and support by local power distributors. The status is that the initiative has been developed with TVPPA oversight with developmental details provided by volunteer power distributor personnel and their service providers. Scott Hendrix has participated on the volunteer team along with TVA staff that have been developing the criteria for the pilot project known as the Complaint Resolution Process (CRP).

Mr. Hendrix explained details of the pilot project and his participatory efforts with the project development team. Mr. Hendrix further explained that further implementation of the pilot project in the Mississippi service area of TVA requires that TEPA's Service Practice Policies be revised to include the practice of conducting the various procedures outlined by resolution process. After further explanation by Mr. Hendrix and the need for TEPA Board approval, **John McFerrin made a motion that TEPA incorporate the new Complaint Resolution Process into its Service Practice Policies and that these and other elements of the new process be provided to the members of TEPA.** Don Knight seconded the motion and upon a vote taken, a majority vote was observed.

- Presented the Board with additional information for consideration and approval for the hiring of an additional System Engineer position. This added position would provide services for both the Tupelo and the Fulton Office function and other provisions of the position were recapped based upon the presentation at the March Board meeting where the need for the added position was presented by the General Manager. Hearing the request by the General Manager to proceed, **Steve Holland made a motion that the requested additional position as presented by the staff and management be approved.** Buddy Palmer seconded the motion and upon a vote taken, a majority vote was observed.

Matters of Mutual Concern: There being no further business, **Tommy Estes made a motion that the May 2016 Board meeting be held at the Tupelo Headquarters.** Jimmy Gray seconded the motion and upon vote taken a majority vote was observed.

Pat Carr, President

F. G. Wiygul, Jr., Secretary-Treasurer