



Board of Light, Gas and Water Commissioners

220 S. Main Street
Memphis, TN 38103
www.mlgw.com

Board Meeting

~ Minutes ~

Wednesday, March 4, 2020

8:30 AM

Board Room

CALL TO ORDER AND OPENING REMARKS:

Chairwoman McCullough

The meeting was called to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE:

Chairwoman McCullough

The Pledge of Allegiance was recited.

SAFETY BRIEFING:

J.T. Young

President Young addressed the audience giving instructions in the event of an emergency during the meeting. He explained that an alarm would sound with instructions given over the loud speaker. He pointed out exits and explained the responsibilities of the Security Officers. He asked for everyone's cooperation should an emergency arise.

A moment of silence was observed for the victims of the tornados that touched down in Nashville and the surrounding areas.

ROLL CALL:

Dana Jeanes

Attendee Name	Title	Status	Arrived
Carlee McCullough	Chairwoman	Present	
Mitch Graves	Vice Chairman	Present	
Leon Dickson	Board Member	Present	
Michael Pohlman	Board Member	Present	
Steven Wishnia	Board Member	Present	

The following staff members were present: J. T. Young, President and CEO; Cheryl Patterson, VP and General Counsel; Alonzo Weaver, SVP & COO; Dana Jeanes, SVP, CFO and CAO (Secretary-Treasurer); Cliff DeBerry, VP Design, Construction & Delivery; Von Goodloe, VP, Shared Services; Roland McElrath, VP, Accounting; Lashell Vaughn, VP & CIO; Gale Carson, VP Community and External Affairs and Lesa Walton, Chief Internal Auditing Officer. Nick Newman, VP, Engineering & Operations and Jim West, VP, Chief Customer Officer did not attend the meeting.

Advisory Board Members: Dwain Kicklighter - Present
Kevin Young - Present

APPROVALS:

Motion To: Approve Minutes of the Meeting of February 19, 2020.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Pohlman, Board Member
SECONDER: Leon Dickson, Board Member
AYES: Pohlman, Wishnia, McCullough, Graves, Dickson

Commissioner Graves then advised a modification needs to be done under the Consent Agenda to reflect Commissioner Wishnia as Board Member not Chairwoman.

Motion To: Motion to Modify the February 19, 2020 Minutes.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Pohlman, Board Member
SECONDER: Steven Wishnia, Board Member
AYES: Pohlman, Wishnia, McCullough, Graves, Dickson

CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE: Dana Jeanes

Receipt of Certified Copies of City Council Resolutions dated February 18, 2020, Items 15 through 21.

PRESENTATIONS:

Greater Memphis Chamber Quarterly Report - Beverly Robertson - Beverly thanked the board for giving her the opportunity to come again before them then started her presentation with a video that showed all the chambers' accomplishments in 2019. She then reminded of reasons why Memphis is such a great place to come and open a business, one of those being that the cost of living is so low. Memphis is a great city with many great assets. She summarized their progress and touched on future projects.

GENERAL STATEMENTS FROM THE PUBLIC:

(None)

PRESIDENT'S BRIEFING:

President Young acknowledged Councilman Worth Morgan was in attendance and also he wanted to express his condolences to Chairwoman McCullough for the loss of her grandmother.

1. Review of Consent Agenda - J. T. Young

(President's Briefing Continued on Page 26)

The original of the resolutions and documents relating to each item is filed in the vault on the fifth floor of the MLGW Administration Building, 220 South Main. The original documents shall control in the event of any conflict between the description and these minutes and the original documents.

CONSENT AGENDA**(Items 1 through 11)**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mitch Graves, Vice Chair
SECONDER:	Michael Pohlman, Board Member
AYES:	Pohlman, Wishnia, McCullough, Graves, Dickson

CHIEF CUSTOMER OFFICER

(None)

CHIEF INFORMATION OFFICER

(None)

CHIEF PEOPLE OFFICER

(None)

COMMUNITY & EXTERNAL AFFAIRS

(None)

DESIGN CONSTRUCTION & DELIVERY

(None)

ENGINEERING & OPERATIONS

1. Resolution approving the payment of an invoice from Tennessee Public Utility Commission for the Tennessee Regulatory Authority Inspection Fee for year 2019 in the amount of \$78,000.00. (Nicholas Newman)
2. Resolution approving Change No. 1 to Contract No. 11682 for Customer Care Center Back-Up Communications Plan with AT&T Business System in the amount of \$80,000.00. (This change is to increase the current contract value due to system changes required during the installation of the Genesys IVR System. The contract term will remain through August 15, 2020.) (REQUIRES CITY COUNCIL APPROVAL)
3. Resolution approving payment of an invoice from the Tennessee Valley Public Power Association for the 2020 Membership dues in the amount of \$51,605.45. (Nick Newman) (REQUIRES CITY COUNCIL APPROVAL)
4. Resolution awarding Contract No. 12129. Watkins Bridge over Loosahatchie River Main Relocation to OWENS IRRIGATION INC. in the amount of \$1,490,000.00. (REQUIRES CITY COUNCIL APPROVAL)
5. Resolution approving Change No. 4 to Contract No. 11780 Waste Management Services with Veolia ES Technical Solutions, LLC with no increase in the contract value.

(This change is to renew the current contract for the fourth and final annual renewal term for the period covering June 23, 2020 through June 22, 2021.)

6. Resolution approving Change No. 1 to Contract No. 12051, Drilled Pier Foundation Installation Blanket Contract with McKinney Drilling Company, LLC with no increase in the contract value. (This change is to renew the current contract term for first of four annual renewal terms covering the period April 2, 2020 through April 1, 2021.)

INNOVATION & BUSINESS ANALYTICS

(None)

PRESIDENTS

(None)

SVP, CFO & CAO, FINANCE

(None)

SVP, CHIEF OPERATING OFFICER

(None)

SHARED SERVICES

7. Resolution approving Change No. 4 to Contract No. 11841 for Professional Engineering Services for Central Support Services with CCS Group, Incorporated in the amount not-to-exceed \$50,000.00. (This change is to renew the current contract for the fourth and final annual renewal term for the period covering May 17, 2020 through May 16, 2021.) (REQUIRES CITY COUNCIL APPROVAL)
8. Resolution approving Change No. 4 to Contract No. 11562 Professional Engineering Services for Central Support Services with Smith Seckman Reid, Incorporated (SSR) with no increase in the contract value. (This change is to renew the current contract for the fourth and final annual renewal term for the period covering July 1, 2020 through June 30, 2021, based on agreed upon rates, with no increase in the contract value.)
9. Resolution awarding Contract No.12138, North Service Center Re-Paving to Lehman-Roberts Company in the amount of \$561,056.45. (REQUIRES CITY COUNCIL APPROVAL)
10. Resolution approving Change No. 4 to Contract No. 11873, Professional Locksmith Services with Quality Safe & Lock Company, Incorporated in the amount of \$50,000.00. (This change is to renew the current contract for the fourth and final annual renewal term for the period covering May 14, 2020 through May 13, 2021, based on agreed upon rates, with no increase in rates from the previous year.) (REQUIRES CITY COUNCIL APPROVAL)

VP & GENERAL COUNSEL

11. Resolution approving Change No. 4 to Contract No. 11740, Claims Case Management with American Technical Services in the amount of \$15,800.00. (This change is to renew annual software maintenance and support services for the fourth of four annual

renewal terms covering the period April 1, 2020 through March 31, 2021.) (REQUIRES CITY COUNCIL APPROVAL)

PRESIDENT'S BRIEFING (Continued):

2. Fourth Quarter, 2019 Corporate Scorecard - Valerie McKinney - Valerie explained that she has given them an updated second page than what is in their packet because she was given new financial information after the packet went out. Valerie then went over each area of the actual report explaining what impacted the numbers she reports and if the areas met or did not meet the target set at the beginning of the year for 2019. She also told the target for 2020 would be discussed with the areas and determine if they will remain as is or change. Valerie will report the Supplier Diversity numbers at a later date.

3. Policy 23-28 Identification of MLGW Employees - Eric Conway - Eric summarized the changes to be made with no questions from the board.

4. Policy 23-14 Possession of Weapons - Eric Conway - Eric explained the changes that are being made to this policy. Advisor Member Kicklighter had several questions that both Eric and Cheryl Patterson were able to answer.

5. Policy 21-03 Pre-Employment Physical Examinations - Eric Conway - Eric discussed the modifications being made with no questions asked from the board.

6. Policy 20-01 Equal Employment - Eric Conway - Eric again explained the corrections to the policy with no questions from the board.

7. Other - J.T. Young - President Young along with Alonzo Weaver, Dana Jeanes and Cheryl Patterson attended the APPA Legislative Rally in Washington, DC and met with some of our state Representatives along with some of our peer. JT stated that it was a good meeting with a lot of information with opportunity for some follow up.

COMMITTEE REPORTS:

4th Quarter, 2019 Human Resource Committee Report - Commissioner Dickson - Commissioner Dickson reported that the active grievances are 249 with 50 new and 47 resolved. The safety report lost time injury was four and at this time last year it was also four. Preventable vehicle accidents were at 10 which was a 42% decrease from 2017 and 2018. Division wide one pull off from the pump compared to 11 reported in 2018.

Prior to adjournment, Commissioner Wishnia wanted to know what MLGW was doing to prepare for the outbreak of the coronavirus (COVID - 19). President Young asked Von Goodloe to respond. Von advised they have pulled a prior plan and going through to set up a plan and have ordered mask and getting prepared. Wishnia advised that the mask have been proven to not be affective. Von stated that employees will still want them and then stated that posters have been put around work areas about washing hands and stated not to shake hands, to cough or sneeze into your elbow and stay

away from anyone that is coughing. JT also advised that he spoke to the city regarding protocol and will work with the city on their protocol.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:06 a.m.

(See Minute File No. 1447.)

Approved Without Interlineation

Chairwoman

These Minutes Compiled by Undersigned and
are Correct

Secretary-Treasurer