



# Board of Light, Gas and Water Commissioners

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

## Board Meeting

~ Minutes ~

Thursday, January 2, 2014

1:30 PM

Board Room

### CALL TO ORDER AND OPENING REMARKS:

Chairman Masson

The meeting was called to order at 1:30 p.m.

Chairman Rick Masson recognized that MLGW will celebrate its 75th birthday in 2014. He also stated he is looking forward to a good year for MLGW.

### PLEDGE OF ALLEGIANCE:

Chairman Masson

The Pledge of Allegiance was recited.

### ROLL CALL:

Dana Jeanes

Attendee Name	Title	Status	Arrived
Derwin Sisnett	Vice Chairman	Present	
Rick Masson	Chairman	Present	
Steven Wishnia	Board Member	Present	
Darrell T. Cobbins	Board Member	Present	

The following staff members were present: Jerry R. Collins, Jr., President and CEO; Dana Jeanes, Vice President, CFO and Secretary-Treasurer; Cheryl Patterson, Vice President and General Counsel; Nick Newman, Vice President, Construction and Maintenance; Alonzo Weaver, Vice President, Engineering and Operations; and Von W. Goodloe, Vice President, Human Resources. Lashell Vaughn, Vice President and Chief Technology Officer and Christopher Bieber, Vice President, Customer Care did not attend.

### APPROVALS:

**Motion To:** Approve Minutes of Meeting of December 19, 2013.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steven Wishnia, Board Member
<b>SECONDER:</b>	Derwin Sisnett, Vice Chairman
<b>AYES:</b>	Derwin Sisnett, Rick Masson, Steven Wishnia, Darrell T. Cobbins

### CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:

Dana Jeanes

Receipt of Certified Copies of City Council Resolutions dated December 17, 2013, Items 12 through 17 and Item 24. (See Minute File No. 1372)

### PRESENTATIONS:

(None)

**GENERAL STATEMENTS FROM THE PUBLIC:**

Bill Hawkins, IBEW Assistant Business Manager, 4000 Clearpool Circle, addressed the Board regarding Policy No. 22-13 included on the President's Briefing at today's meeting. Due to major changes in the policy, the Union feels this should go before the Joint Sick Leave Committee before it is voted on by the Board of Commissioners at the next Board Meeting. Jerry R. Collins, Jr. stated the Committee has not met in seven or eight years, but a meeting has been scheduled.

Mr. Hawkins also discussed Policy 23-13 Conflict of interest, Employment of Secondary Job, which is included on the Consent Agenda for a vote at today's meeting. He stated the Union feels there is a lot of work involved in getting approval. Mr. Hawkins used Mr. Von Goodloe, VP of Human Resources, as an example of an employee working full-time at MLGW and Federal Express and questioned details of how the Policy will be enforced. President Collins and Commissioner Cobbins confirmed the Policy has been reviewed by the Human Resources Committee.

**PRESIDENT'S BRIEFING:**

1. Review of Consent Agenda - Jerry R. Collins, Jr.

(President's Briefing Continued on Page 4)

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 6)

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Derwin Sisnett, Vice Chairman
<b>SECONDER:</b>	Steven Wishnia, Board Member
<b>AYES:</b>	Derwin Sisnett, Rick Masson, Steven Wishnia, Darrell T. Cobbins

**CONSTRUCTION & MAINTENANCE DIVISION**

(None)

**CUSTOMER CARE DIVISION**

(None)

**ENGINEERING & OPERATIONS DIVISION**

1. Resolution approval of Change No. 1 to Contract No. 11608, Canopy for Gas Emergency Materials at Capleville Liquefied Natural Gas with A & B Construction Company Incorporated, in the funded amount of \$10,416.00. The project scope is to

construct a 75' X 100' canopy structure and footings to cover critical gas emergency materials to be stored at the MLGW Capleville Liquefied Natural Gas Plant. This change is to relocate and install additional protective posts around the canopy structure to protect it from truck and heavy equipment traffic. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

2. Resolution approving Change No. 1 to Contract No. 11489, Customer Care Center Telephone Service, with AT&T, in the funded amount of \$132,000.00. This change is to provide 15 PRI T1 circuits for the MLGW Customer Care Center located at 1665 Whitten Road, in Memphis, Tennessee. This change is also to renew for the first of two annual renewal terms covering August 16, 2014 to August 15, 2015, with no increase from the previous year. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

**FINANCE DIVISION**

3. Resolution approving Change No. 7 to Contract No. 10597, Remittance Processing System, with BancTec Incorporated, with no increase in contract value. (This change is to renew the current contract to provide hardware and software maintenance services for an additional one year term covering the period January 29, 2014 to January 28, 2015 with a 3% increase from the previous year due to general business operating costs and will be absorbed in the current contract value. MLGW is requesting approval of continuous maintenance of the acquired system, which can only be performed by BancTec Incorporated.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

**GENERAL COUNSEL DIVISION**

(None)

**HUMAN RESOURCES DIVISION**

4. Resolution approving revisions to Human Resources Policy No. 23-13, Conflict of Interest/Employment in Secondary Jobs/Activities. (Jerry R. Collins, Jr./Von Goodloe)

**INFORMATION SERVICES DIVISION**

5. Resolution approving Change No. 3 to Contract No. 9626, Data Processing/License Agreement, with Innovation Data Processing, Incorporated, in the funded amount of \$6,884.00. (This change is to renew annual software maintenance, license, and support services with a 3.77% increase from the previous year. The increase is the result of increased labor costs for the support services portion of the contract. The term of the annual maintenance covers the period February 1, 2014 to January 31, 2015.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

**PRESIDENT'S DIVISION**

6. Resolution awarding Contract No. 11642, Environmental Consulting Services to BH&M Environmental Consultants, LLC, in the funded amount of \$2,300,000.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

**PRESIDENT'S BRIEFING (Continued):**

2. Human Resources Policy #22-13 - Sick Leave, Short-Term Disability and Long Term Disability Non-Occupational Injury/Illnesses - Rutha Griffin summarized the proposed changes of the Policy and gave the Board the opportunity to ask questions.

3. Other - Jerry R. Collins, Jr.

President Collins announced happy birthday wishes to Commissioner Wishnia and Vice Chairman Sisnett and also acknowledged the 75th birthday of the MLGW organization.

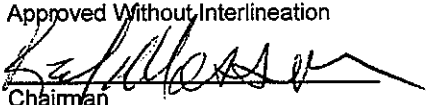
Chairman Masson stated that Doris Douglas had been in a car accident the previous day, but was fortunate she was not badly hurt. He requested everyone keep Doris in their thoughts and prayers. President Collins stated she hopes to be back to work tomorrow.

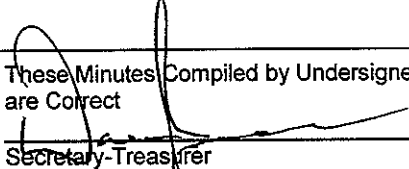
The newly appointed City Council MLGW Committee Chairman, Councilman Myron Lowery, was present at the Board Meeting and received a warm welcome from Chairman Masson and also received a round of applause from the audience. Councilman Lowery stated he plans to attend the Board meetings frequently and looks forward to working together.

**ADJOURNMENT**

The meeting was adjourned at 1:50 p.m.

SEE MINUTE FILE NO. 1373

Approved Without Interlineation  
  
Chairman

These Minutes Compiled by Undersigned and  
are Correct  
  
Secretary-Treasurer