



Board of Light, Gas and Water Commissioners

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

Board Meeting

~ Minutes ~

Wednesday, August 3, 2016

1:00 PM

Board Room

CALL TO ORDER AND OPENING REMARKS:

Chairman Sisnett

The meeting was called to order at 1:00 p.m.

PLEDGE OF ALLEGIANCE:

Chairman Sisnett

The Pledge of Allegiance was recited.

ROLL CALL:

Roland McElrath

Attendee Name	Title	Status	Arrived
Derwin Sisnett	Chairman	Present	
Darrell T. Cobbins	Vice Chairman	Present	
Mitch Graves	Board Member	Present	
Steven Wishnia	Board Member	Present	
Carlee McCullough	Board Member	Present	

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

APPROVALS:

Motion To: Approve Minutes of the Meeting of July 20, 2016.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Steven Wishnia, Board Member
SECONDER:	Carlee McCullough, Board Member
AYES:	Graves, Sisnett, Cobbins, Wishnia, McCullough

CITY COUNCIL ACKNOWLEDGEMENTS & UPDATE:

Roland McElrath

Receipt of Certified Copies of City Council Resolutions dated July 19, 2016, Items 6 through 15.
(See Minute File No. 1403.)

PRESENTATIONS:

MLGW External Supplier Diversity Council - Alfred Green, President/CEO - Lewis Mechanical Contractors, stated MLGW has created a model for public and private businesses to follow. He commended MLGW on their Supplier Diversity Program in regard to its' openness and transparency. He noted that the External Supplier Diversity Council has adopted a resolution acknowledging the MLGW Supplier Diversity Program for all of their successes. President Collins commended Jozelle Booker and Renise Holliday for pushing forward with the Sheltered Market Program and using MLGW as a model for Supplier Diversity throughout Memphis and Shelby County. Chairman Sisnett recognized that when he was the Chairman of the Supplier Diversity Committee, he saw the hard work and commitment put into the program by Jozelle and Renise.

GENERAL STATEMENTS FROM THE PUBLIC:

1) Angea Stewart-Woods, 797 Baltimore St., stated she continues to have the same complaint since April. She has received cut off notices since April and each time she tries to pay her bill, it is a different amount than her statement shows. She does not feel she owes \$400. She is asking for a response to the letter from June 22, 2016. She is asking for a timeline to resolve this issue. President Collins explained that CSA funds only apply to the purchase of the energy portion of the bill; therefore sewer fees, solid waste fees, storm water fees, etc. are not applicable for the CSA Program. He stated that MLGW is searching for a software program, but has not been able to find one. He also stated that several employees have had discussions with her to try and explain the bill and the coordination with CSA. Commissioner McCullough asked if anything could be recommended to further assist Ms. Stewart-Woods. President Collins stated MIFA and the City Assistance Program may be options for her to investigate. President Collins acknowledged that he will provide detailed information to the Board Members regarding her bill.

2) Chet Kibble, 3229 Lakeview Rd., provided a handout to the Board and discussed a movie coming out regarding lead in water. He discussed a letter regarding environmental justice and a letter sent to Nick Newman. He stated he is going to Flint next week. He is requesting meetings with the Board Members. President Collins stated there had been a series of meetings, and the next meeting is scheduled in September. He stated the Subcommittee will meet prior to the September meeting in August. Chairman Sisnett commented that the Board Agenda cannot be formed around Mr. Kibble's agenda. He further suggested Mr. Kibble ponder the fact he continues to attend the Board Meetings with the same issue each time. He reinforced that the Committee that has been formed, and series of meetings with them, would be more effective and beneficial, versus attending the MLGW Board Meetings repetitively with the same information and concerns.

3) Bill Hawkins, 4000 Clearpool Circle, stated there are currently 354 pending grievances. He brought attention to page 38 of the MOU handbook. He stated the Union is still waiting on answers regarding mediation from the HR Department, specifically, Steve Day. He stated arbitration cost tens of thousands of dollars and mediation is free of charge. President Collins stated very few grievances go to arbitration. He explained that after the grievance process, if the grievance has not been adjudicated in favor of the Union, it goes into a holding pattern for two years. At the end of the two years, if no action has been taken by the Union, the grievance no longer exists. President Collins stated he would like to see the two year time-frame reduced to six months or one year. This change has been offered to the Union during negotiations, but the Union leadership has never accepted it. President Collins states this change would serve the employee better. Vice-Chairman Cobbins stated at the HR Committee Meeting today, 274 of the 354 grievances are currently at step 4. At the next HR Committee Meeting, Von Goodloe

and Steve Day will provide a breakdown/analysis of the 274 grievances. This breakdown will inform the Committee more detail such as the areas they are coming from, what the issues are, and length of time they've been in existence. The Board will be made aware of the results after that meeting occurs.

PRESIDENT'S BRIEFING:

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

(President's Briefing Continued on Page 75)

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 16)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Carlee McCullough, Board Member
SECONDER:	Mitch Graves, Board Member
AYES:	Graves, Sisnett, Cobbins, Wishnia, McCullough

CONSTRUCTION & MAINTENANCE DIVISION

1. Resolution approving Change No. 1 to Contract No. 11788, Gas Leak Survey, with Heath Consultants, Incorporated, in the funded amount of \$1,109,065.80. (This change is to renew the current contract for the first of four annual renewal terms covering the period October 2, 2016 through October 1, 2017, with no increase in rates from the previous year. In addition, this change reflects 20 additional quantities in units 2 and 3 as a result in the increased number of surveys to be performed in this area.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
2. Resolution approving the rejection of bids received up to 4:00 p.m., Tuesday, June 21, 2016, for furnishing MLGW with a telescopic material handler. (Jozelle Booker)
3. Resolution awarding a contract to Altec Industries, Inc., for the purchase of self-propelled mini-derricks with trailers, in the amount of \$565,376.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
4. Resolution awarding a single source contract to Condux Tesmec, Inc., for hydraulic reel stands, in the amount of \$74,650.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
5. Resolution approving Change No. 1 to Contract No. 11767, Allen Pumping Station Heating System Replacement, with Gipson Mechanical Contractors, Incorporated, in the funded amount of \$3,942.00. (The initial term of this contract was for 12 months from the date of the Notice to Proceed. This change is to increase the current contract in the funded amount of \$3,942.00. This change is needed to convert the voltage in the pump building's control panel from 208/3/60

to 480/3/60 to allow the new vacuum pump to operate. The contract term will remain through December 1, 2016.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)

CUSTOMER CARE DIVISION

6. Resolution approving Change No. 13 to Contract No. 10562, PBX/ACD System, with Black Box Network Services, in the funded amount of \$545,142.00. (This change is to renew the current contract for a six year term for the period covering January 1, 2017 through December 31, 2022, to provide on-going maintenance and support services for the OpenScape Contact Center, as well related custom applications, features and licensing. This amount reflects an increase from the previous year due to the implementation of an additional contact center site with the intent to duplicate MLGW's main Customer Care Center environment for the purposes of coverage during heavy call volume periods and system outage/disaster mitigation. MLGW is requesting approval of the maintenance and support services for this acquired system, which can only be performed by Black Box Network Services.) (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
7. Resolution requesting approval of agreement for and payment of MLGW's on-going commitment to the Greater Memphis Chamber to facilitate economic and community development in Memphis and Shelby County. The resolution approves payment of \$175,000 to cover the services rendered by the Greater Memphis Chamber for the period September 1, 2015 through August 31, 2016. Also recommended is approval for an agreement for services to be rendered by the Greater Memphis Chamber for the period September 1, 2016 through August 31, 2017. (Chris Bieber) (REQUIRES CITY COUNCIL APPROVAL)

ENGINEERING & OPERATIONS DIVISION

8. Resolution awarding Contract No. 11839, SELECT Program Agreement, to Bentley Systems, Incorporated in the funded amount of \$86,812.50. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
9. Resolution awarding Contract No.11849, Stray Voltage Detection on Electric Structures, to Power Survey Company, in the funded amount of \$97,449.00. (Jozelle Booker) (REQUIRES CITY COUNCIL APPROVAL)
10. Resolution approving the rejection of bids received up to 4:00 p.m., Tuesday, May 24, 2016, for furnishing MLGW with Customer Care Center Back-Up Voice Recorder System. (Jozelle Booker)

FINANCE DIVISION

11. Resolution approving an estimated amount of \$14,014,476.00 to be transferred from the Common Fund to the OPEB Trust, with a settlement at year-end to equal the 2016 Annual OPEB Cost. (Dana Jeanes) (REQUIRES CITY COUNCIL APPROVAL)

GENERAL COUNSEL DIVISION

12. Resolution approving the June 30, 2016 Quarterly Report of the Customer Appeal Committee. (Cheryl Patterson)

HUMAN RESOURCES DIVISION

13. Resolution approving revisions to MLGW Human Resources Policy No. 21-09, Employment of MLGW Retirees. (Jerry R. Collins, Jr./Von Goodloe)
14. Resolution approving revisions to MLGW Human Resources Policy No. 21-02, Employment Status. (Jerry R. Collins, Jr./Von Goodloe)

15. Resolution approving revisions to MLGW Human Resources Policy No. 23-03, Parking and Traffic Rules. (Jerry R. Collins, Jr./Von Goodloe)
16. Resolution approving revisions to MLGW Human Resources Policy No. 23-11, Political Activity. (Jerry R. Collins, Jr./Von Goodloe)

INFORMATION SERVICES DIVISION

(None)

PRESIDENT'S DIVISION

(None)

PRESIDENT'S BRIEFING (Continued):

2. 2016 Electric Distribution Master Plan - Jon Mosteller explained the purpose of the 2016 Electric Distribution Master Plan which are engineering analysis and recommendations, timeline of major capital projects, data-driven recommendations for system improvement programs, and justification for electric capital budget. He discussed the various statistics and facts taken into account in the forecasting of the plan. He noted that tree trimming is currently in a 3-4-5 year tree trimming cycle; however, MLGW is moving to a 3-year tree trimming cycle. This is important due to the fact that trees are the number one cause of outages at MLGW. Other major system improvement programs highlighted are distribution automation and aging cable replacement.

3. Other - Jerry R. Collins, Jr.

President Collins provided an update regarding Substation 68. He stated half of the Substation has returned to its normal operating capacity as of Sunday, July 24, which is two weeks ahead of schedule. He stated the other half of the Substation will be up and running in approximately five months. He sent out accolades to the MLGW employees and expressed his gratitude for their hard work and dedication. The Board applauded their efforts in getting the Substation up and going ahead of schedule.

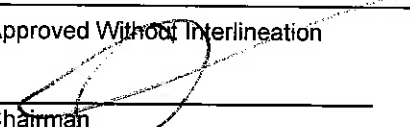
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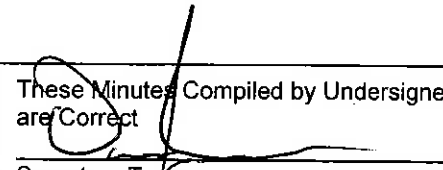
Vice-Chairman Cobbins was not scheduled to give a report; however, due to Mr. Hawkins' appearance before the Board, he reported the information as noted above. (See page 72)

ADJOURNMENT:

There being no further business, the meeting was adjourned at 1:55 p.m.

(See Minute File No. 1404.)

Approved Without Interlineation

Chairman

These Minutes Compiled by Undersigned and
are Correct

Secretary-Treasurer