



# Board of Light, Gas and Water Commissioners

220 S. Main Street  
Memphis, TN 38103  
[www.mlgw.com](http://www.mlgw.com)

## Board Meeting

~ Minutes ~

Wednesday, December 2, 2020

8:30 AM

Zoom Electronic Meeting

### CALL TO ORDER AND OPENING REMARKS:

Chairwoman McCullough

Chairwoman McCullough explained the reason why the meeting is being held electronically.

### PLEDGE OF ALLEGIANCE:

Chairwoman McCullough

The Pledge of Allegiance was recited.

### ROLL CALL:

Dana Jeanes

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

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

Several SLC members attended the meeting. A roll call was not taken.

### APPROVALS:

Approve Minutes of the Meeting of November 18, 2020.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Mitch Graves, Vice Chair  
**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 November 17, 2020, Items 14 through 27, 31 and 37. (See Minute File No. 1455.)

### PRESENTATIONS:

United Way Golf Tournament - J. T. Young - President Young stated due to the meeting being held electronic, the usual check presentation would not be done. The MLGW Golf Tournament raised \$19,000.00 from the proceeds of the golf tournament. He added that there were 25 teams and social distancing protocol was followed. He thanked

Ryan Groves, Robbie Gaia, Chantal Lairy, LGW Credit Union and all other sponsors that made the tournament a success.

**GENERAL STATEMENTS FROM THE PUBLIC:**

(None)

**PRESIDENT'S BRIEFING:**

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

(President's Briefing Continued on Page 130)

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 13)

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Mitch Graves, Vice Chair
<b>SECONDER:</b>	Steven Wishnia, Board Member
<b>AYES:</b>	Pohlman, Wishnia, McCullough, Graves, Dickson

**CHIEF CUSTOMER OFFICER**

1. Resolution awarding Contract No. 12230, Exceleron Pre-Pay to Exceleron Software, LLC, in the funded amount of \$1,920,000.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)
2. Resolution approving Change No. 11 to Contract No. 11070, Utility Meter Data Application with Automated Energy, Incorporated (AEI). (This change is to extend the current contract for an additional one (1) year for the period covering January 1, 2021 through December 31, 2021, with no increase in contract value.) (Randy Orsby)

**CHIEF INFORMATION OFFICER**

**Motion To:** Motion to Approve Same Day Minutes - Items 3 and 4

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS] – Same Day Minutes – Items 3 and 4</b>
<b>MOVER:</b>	Mitch Graves, Vice Chair
<b>SECONDER:</b>	Steven Wishnia, Board Member
<b>AYES:</b>	Pohlman, Wishnia, McCullough, Graves, Dickson

3. Resolution awarding Contract No. 12236, Meter Support Maintenance to Honeywell, in the funded amount of \$5,253,180.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL) (SAME DAY MINUTES REQUESTED)

4. Resolution approving Change No. 8 to Contract No. 10927, Perpetual Licensing Agreement with Pitney Bowes Software, Incorporated, in the funded amount of \$148,082.41. (This change is to renew the current contract for software maintenance, license and support services for the period covering September 1, 2018 through August 31, 2023, which reflects a 2% increase in pricing. MLGW is requesting continuous maintenance of the acquired system, which can only be performed by Pitney Bowes Software, Incorporated.) (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

**CHIEF PEOPLE OFFICER**

5. Resolution approving revised MLGW Human Resources Policy No. 24-01, Complaint Resolution Procedure. (JT Young/Von Goodloe)
6. Resolution approving revised MLGW Human Resources Policy No. 21-10, Temporary and Development Assignments. (JT Young/Von Goodloe)
7. Resolution approving revised MLGW Human Resources Policy No. 21-07, Scheduling of Tests and Job/Interviews. (JT Young/Von Goodloe)
8. Resolution approving revised MLGW Human Resources Policy No. 21-06, MLGW Cooperative Education (Co-op) Program. (JT Young/Von Goodloe)
9. Resolution approving revised MLGW Human Resources Policy No. 21-02, Employment Status. (JT Young/Von Goodloe)

**COMMUNITY & EXTERNAL AFFAIRS**

(None)

**DESIGN CONSTRUCTION & DELIVERY**

(None)

**ENGINEERING & OPERATIONS**

10. Resolution awarding Contract No.12154, Surveying Services to Ollar Surveying Company, LLC, in the funded amount of \$135,425.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

**PRESIDENT**

(None)

**SVP, CFO & CAO, FINANCE**

11. Resolution requesting approval of the selection of Sands Capital Management, a large cap growth manager, to manage approximately \$70,000,000 for the benefit of the MLGW Retirement and Pension Fund, as part of a reallocation. (Dana Jeanes)
12. Resolution approving Change No. 3 to Contract No. 12016, Armored Car Service with Brinks, Incorporated to provide daily pick-up of cash receipts at all MLGW community offices in the funded amount of \$30,000.00. (This change is to renew the current

contract for the third of four annual renewal terms for the period covering February 16, 2021 through February 15, 2022.) (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

**SVP, CHIEF OPERATING OFFICER**

(None)

**SHARED SERVICES**

(None)

**VP & GENERAL COUNSEL**

13. Resolution approving Change No. 5 to Contract No. 11777, Third Party Administrator for Workers' Compensation with Brentwood Services Administrators, Incorporated, with no increase in contract value. (This change is to extend the current contract for an additional six months for the period covering January 1, 2021 through June 30, 2021 to allow time for a new contract to be executed, with no increase in rates from the previous renewal.) (Randy Orsby)

**REGULAR AGENDA**

(Items 14 and 15)

**Motion To:** Motion to Approve Item No. 14

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS] – Item 14</b>
<b>MOVER:</b>	Michael Pohlman, Board Member
<b>SECONDER:</b>	Steven Wishnia, Board Member
<b>AYES:</b>	Pohlman, Wishnia, McCullough, Graves, Dickson

14. Resolution approving Change No. 2 to Contract No. 11801, Prescription Benefits Management with Express Scripts in the funded amount of \$6,018,625.00. (This change is to extend the current contract for a three (3) month term for the period covering January 1, 2021 through March 31, 2021. This extension is needed to allow implementation time for a new prescription drug program to be put in place for MLGW employees, retirees and dependents.) (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

**Motion To:** Motion to Approve Item No. 15

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS] - Item 15</b>
<b>MOVER:</b>	Michael Pohlman, Board Member
<b>SECONDER:</b>	Mitch Graves, Vice Chair
<b>AYES:</b>	Pohlman, Wishnia, McCullough, Graves, Dickson

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15. Resolution awarding Contract No.12162, Prescription Benefits Management to CVS in the funded amount of \$59,587,000.00. (Randy Orsby) (REQUIRES CITY COUNCIL APPROVAL)

**SPECIAL ITEM AGENDA – Item 1**

1. Resolution recognizing and honoring Mr. Herman Arthur Gilliam, Sr. for his work, leadership and contributions to MLGW. (J. T. Young)

Chairwoman McCullough read the resolution into the record. The Board approved the resolution with same day minutes.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS] WITH SAME DAY MINUTES</b>
<b>MOVER:</b>	Steven Wishnia, Board Member
<b>SECONDER:</b>	Mitch Graves, Vice Chair
<b>AYES:</b>	Pohlman, Wishnia, McCullough, Graves, Dickson

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

2. Other - J. T. Young

President Young advised the Board that retirees hired for certain roles as of December 2, 2020 are 31 and they are all in part time roles. None have exceeded the maximum hours and only one new retiree has hired in the year 2020.

President Young stated MLGW management and IBEW are partnering together on safety issues.

In addition, he updated the Board on COVID cases at MLGW.

Lastly, he advised the Board that the City Council passed the resolution approving the hiring and salary of Jackie Jones as VP, Chief People Officer. She will begin her role on December 14, 2020.

**COMMITTEE REPORTS:**

Supplier Diversity Report, Third Quarter, 2020 - Dana Jeanes thanked Tamara Pate and Tiffany Byrd for their work in the Supplier Diversity Dept. and their efforts in putting the report together. Discussion between Mr. Jeanes and the Commissioners took place after the report.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:28 a.m.

(See Minute File No. 1456.)

Approved Without Interlineation

CARLEE MCCULLOUGH

Chairwoman

These Minutes Compiled by Undersigned and are Correct

Secretary-Treasurer