

**MINUTES OF THE
JEMEZ MOUNTAINS ELECTRIC COOPERATIVE, INC.
BOARD OF TRUSTEES MEETING
WEDNESDAY, NOVEMBER 25, 2020
HERNANDEZ, NEW MEXICO**

1. This meeting of the Jemez Mountains Electric Cooperative, Inc. Board of Trustees was called to order by Chairman Leo Marquez at 9:00 a.m. on the above-cited date, at JMEC Headquarters, 19365 S.R. 84/285, Hernandez, NM.

This meeting was conducted in accordance with the Public Health Emergency Order issued by the State of New Mexico.

2. & 3. Following the Pledge of Allegiance, Nick Naranjo, Secretary, called roll and confirmed the presence of a quorum.

PRESENT:

Leo Marquez, Chair
Charlie Trujillo, Vice Chair
Nick Naranjo, Secretary
Johnny Jaramillo, Treasurer
John Tapia, Asst. Secretary/Treasurer
Lucas J. Cordova
Stanley Crawford
Bruce Duran [attending remotely]
Delores McCoy [attending remotely]
Dennis Trujillo [attending remotely]
John Ramon Vigil [attending remotely – 9:15 arrival]

ABSENT:

None

JMEC STAFF PRESENT:

Ernesto Gonzales, General Manager
Laura Rendón, Executive Assistant
Jim Wiseman, Safety Coordinator

4. APPROVAL OF THE AGENDA

Manager Gonzales requested the inclusion of a report on Covid-19 as 5.c.

ACTION: Upon motion by Mr. Cordova and second by Mr. Naranjo, the agenda was approved without opposition. [Mr. Vigil was not present for this item.]

5. ACTION ITEMS

A. Approval of October 23, 2020 Board Minutes

ACTION: Mr. Naranjo moved to approve and Mr. Cordova seconded. The motion passed without opposition. [Mr. Vigil was not present for this action.]

Ms. McCoy noted for the record that, the reason she missed some action items in October was because she had trouble logging on to the meeting.

B. Approval of October 2020 Membership List

ACTION: Mr. C. Trujillo moved to approve the October membership list. Mr. Cordova seconded and the motion passed without opposition. [Mr. Vigil was not present for this item and arrived during the Covid report.]

C. Update on Covid-19

Safety Coordinator Jim Wiseman referred to his report that had been emailed to the Board. He identified the employees who tested positive for Covid, how long they stayed out of work and whether they had returned. There were 37 employees who isolated, of those 14 tested positive, the others were in close contact with someone who tested positive. He assured the Board that JMEC is following the state's Department of Health orders.

Manager Gonzales said the employees have been divided departmentally by groups to achieve staggered schedules although it has not been implemented. With the statewide increase of the virus, Chair Marquez recommended the schedule be implemented.

Commenting on the high percentage of employees who have had Covid-related absence, Mr. Duran asked whether JMEC has implemented a mask mandate policy. Manager Gonzales said as a condition of employment, mask wearing and testing are mandatory and enforced. The lobbies are closed and there have been no service disconnects.

Chair Marquez said that JMEC follows the governor's protocol Mr. D. Trujillo emphasized the importance of updating the Covid related plans.

Mr. Wiseman said he reports to the state and OSHA on Covid-related items. JMEC is following protocol and has not received any negative comments from OSHA or the state.

6. GENERAL MANAGER'S UPDATE

A. Business Services & Finance

1. October 2020 Financial Information

Manager Gonzales noted that many of the employees in the Finance Department have been out sick. He commended them for the work they have done at home. He reviewed the Form 7 highlighting the following items:

- Year-to-date revenues are down \$4 million and cost of power is down by \$3 million

- Tier was not met for the month or year-to-date

JMEC's temporary investments remain at \$10 million and the general fund is \$7.4 million.

Manager Gonzales reported that the Santa Fe Ski Basin repairs have been completed and the line is energized.

Working with Rio Arriba County, JMEC received \$205,000 in CARES Act funding that is being applied to delinquent accounts. Delinquent accounts over 90 days are \$737,000. At the time of the report, 30+ percent of JMEC's customer accounts were delinquent over 30 days.

B. Finance Committee Meeting -- October 2020 information

Johnny Jaramillo, Finance Committee Chair, said they met with a quorum, yesterday, Tuesday, November 24th and reviewed the October financial information.

1. General Fund Expenditures

Mr. Jaramillo said the Board reviewed the expenditures for the month and staff responded to questions.

ACTION: Mr. Jaramillo moved to accept the general fund expenditures for informational purposes. Mr. Cordova seconded. The motion passed without opposition.

2. Credit Cards

Chair Jaramillo informed the Board that the credit card statement was not available and no review or action was taken.

3. Attorney Expenses

Mr. Jaramillo said Cuddy & McCarthy were the only legal charges. The amount was \$28,856.62. The charges were vetted by management.

ACTION: For informational purposes, Mr. Jaramillo moved to accept the attorney expenses of \$28,856.62. Mr. Naranjo seconded. The motion passed without opposition.

4. Consultant Expenses

Mr. Jaramillo stated that Bolinger Segars Gilbert & Moss billed JMEC in the amount of \$9,000.

ACTION: For information, Mr. Jaramillo moved to accept the consultant fees and Mr. C. Trujillo seconded. The motion passed by unanimous voice vote.

5. Trustee Vouchers

Chair Jaramillo advised the Board that the vouchers were provided within their information packet. The committee reviewed them and found no discrepancies.

ACTION: Mr. Jaramillo moved to accept the trustee vouchers. Mr. Naranjo seconded. The motion passed with Ms. McCoy voting against.

6. October 2020 Cash Flow Analysis

For information, Manager Gonzales highlighted the following from the report:

- Beginning cash balance, \$6,677,675
- Total deposits, \$3,932,118
- Total beginning balance plus deposits, \$10,609,793
- Total disbursements/expenditure, \$4,353,917
- Ending book balance, \$6,255,876
- Total liquid accounts, \$17,094,399

7. RFPs, Contracts, Purchases - None were presented.

8. Request Authorization for Amendment to the Work Plan re: Line to Santa Fe Ski Basin

Manager Gonzales said because of the anticipated high cost of repairs to the Santa Fe Ski Basin line, the work plan requires amendment to ensure funds are available.

ACTION: Mr. Jaramillo moved to authorize amendments to the work plan. Mr. Crawford seconded.

At this point, JMEC has not received any funding to cover the fire incident. Manager Gonzales estimated the repairs between \$800,000 and \$1 million which have come out of JMEC's general fund.

The motion passed without opposition.

That concluded the Finance Committee report.

7. COMMITTEE REPORTS

A. Communications/Publications Committee

Mr. Crawford said the committee is working on the December newsletter. Staff absences may delay publication.

B. Policy Committee

Mr. Vigil said the committee did meet during the month.

C. Energy Committee

Manager Gonzales said staff is recommending that the purchase power agreement be extended. There may be discussion regarding Rate 14.

8. NEW BUSINESS

A. Tri-State

No report was offered.

9. EXECUTIVE SESSION

A. Personnel Matters

ACTION: Mr. Cordova moved to meet in Executive Session to discuss personnel matters. Mr. C. Trujillo seconded. The motion passed by unanimous voice vote.

[The Board met in Executive session from (9:40 to 9:47)]

Mr. Naranjo moved to return to open session and adjourn. Mr. C. Trujillo seconded and the motion passed without opposition.

10. ADJOURN

Chair Marquez adjourned the meeting at 9:48 a.m.


Secretary, Nick Naranjo

APPROVED:


Chairman, Leo Marquez

