

MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
THE SOCORRO ELECTRIC COOPERATIVE, INC.

January 26, 2022

**INDEX**

The Regular Meeting of the Board of Trustees of The Socorro Electric Cooperative, Inc. (SEC) was held on Wednesday, January 26, 2022, at 310 Abeyta Ave, Socorro, New Mexico.

**CALL TO ORDER**

The meeting was called to order at 2:00 p.m. by Paul Bustamante, President.

**ROLL CALL**

Secretary Nelson called the roll and reported those present and attending as follows:

TRUSTEES PRESENT:      Paul Bustamante, President (via teleconference)  
                                    Representative, District 1

                                    Luis Aguilar, Vice-President (via teleconference)  
                                    Representative, District 3

                                    James Nelson, Secretary/Treasurer (via teleconference)  
                                    Representative, District 2

                                    Leroy Anaya, Trustee (via teleconference)  
                                    Representative, District 3

                                    Donald Wolberg, Trustee (via teleconference)  
                                    Representative, District 3

                                    Michael Hawkes, Trustee  
                                    Representative, District 4

TRUSTEES ABSENT:      Anne L Dorough, Trustee  
                                    Representative, District 5

ALSO, PRESENT:            Joseph Herrera, General Manager  
                                    Donna Wilkins, Administrative Assistant  
                                    Rauni Montoya, Accounting Supervisor (via teleconference)  
                                    David Montoya, Safety Compliance Officer (via teleconference)  
                                    Steve Dettmer, Line Superintendent (via teleconference)  
                                    Marilyn Madrid, Member Services Supervisor (via teleconference)  
                                    Jimmy Capps, Director of Communications and Public Affairs (via  
  teleconference)  
                                    Lorna Wiggins, Wiggins, Williams, and Wiggins (via  
  teleconference)

SEC MEMBERS PRESENT: None; due to Governor Lujan-Grisham's executive order restricting essential business to limit operations to only those absolutely necessary to carry out essential functions.

**QUORUM**

Secretary Nelson declared a Quorum of Trustees present.

**PLEDGE OF ALLEGIANCE**

Manager Herrera led everyone in the Pledge of Allegiance.

**CONSIDERATION AND APPROVAL OF AGENDA**

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Trustee Anaya made a motion to approve the Agenda as presented; motion seconded by Trustee Wolberg. Motion carried unanimously.

President Bustamante approved the Agenda as presented.

**CONSIDERATION AND APPROVAL PREVIOUS MINUTES**

Secretary Nelson had corrections to the minutes from December 22, 2021.

Trustee Nelson made a motion to approve the minutes from December 22, 2021, as corrected; motion seconded by Trustee Anaya. Motion carried unanimously.

President Bustamante approved the minutes from December 22, 2021, as corrected.

Trustee Nelson made a motion to approve the minutes from January 5, 2022, as distributed; motion seconded by Trustee Aguilar. Motion carried unanimously.

President Bustamante approved the minutes from January 5, 2022, as distributed.

**MEMBER COMMENTS**

Manager Herrera reported that no Members had called in or were present for Member Comments.

**MANAGER'S REPORT**

Manager Herrera reported on the expenditure check register totaling \$632,445.47 for December 2021 and proceeded to answer questions posed by the Trustees.

President Bustamante thanked Manager Herrera for the Expenditure Report for December 2021.

Manager Herrera reported on the Visa credit card expenditures, complete with supporting receipts, made available to the Board of Trustees for December 2021.

President Bustamante thanked Manager Herrera for the credit card report for December 2021.

Manager Herrera provided an update regarding COVID-19 that New Mexico is in high alert status, but SEC continues to keep track of everyone who comes into office. Manager Herrera stated for December, SEC had four (4) employees test positive with six (6) close contacts. Manager Herrera reported SEC had updated the self-isolation/self-quarantine time frames as New Mexico has adopted the CDC recommendations.

President Bustamante thanked Manager Herrera for the COVID-19 Update for December 2021.

Manager Herrera provided the Engineering Report stating that Tesla will be installing a four (4) car charging station between the Best Western and McDonald's. Manager Herrera reported a new Circle K gas station going in off Bullock and is working with contractors to get the service run to the new location for a 1,000-amp service. Manager Herrera stated that SEC invited five (5) contractors for the NOP bid at the San Antonio water crossing, and only three (3) showed up to review. Manager Herrera reported the deadline to submit was February 3, 2022, and would have more in the coming months.

President Bustamante thanked Manager Herrera for the Engineering Report for December 2021.

Manager Herrera concluded by reporting that SEC had received numerous thank you cards from kids in the 4-H Club. Manager Herrera also reported that SEC had received dividends from New Mexico Self-Insurer's Fund and patronage from Western United Electric. Manager Herrera proceeded to answer questions posed by the Trustees.

President Bustamante thanked Manager Herrera for the Manager's Report for December 2021.

**FINANCIAL REPORT**

Ms. Montoya carefully reviewed in detail the RUS Form 7 Report for December 2021.

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President Bustamante thanked Ms. Montoya for the RUS Form 7 Report for December 2021.

**SAFETY COMPLIANCE REPORT**

**SAFETY REPORT**

Mr. Montoya reviewed the December Safety Report. Mr. Montoya reported that the 2021 OSHA 300 report has been completed, reflecting what is presented in the Safety Reports. Mr. Montoya stated that all employees were in the process of getting certified or re-certified in Cardiopulmonary Resuscitation (CPR), and SEC would have a visit from Federated Rural Electric Insurance on February 10, 2022.

**JOB BRIEFING**

Mr. Montoya reviewed the November Job Briefing Reports.

President Bustamante thanked Mr. Montoya for the Safety Report for December 2021.

**OPERATIONS AND MAINTENANCE REPORT**

**CONSTRUCTION/MAINTENANCE REPORT**

Mr. Dettmer reported for December activities, crews closed two work orders, completed 15 work orders, and completed 29 service orders with most service orders for area lights. Mr. Dettmer reported that crews did not cut or trim any trees in December.

**OUTAGE REPORTS**

Mr. Dettmer reviewed several major outages that either affected over 100 members or those for which the outage time was lengthy.

President Bustamante thanked Mr. Dettmer for the Operations and Maintenance Report for December 2021.

**COMMUNICATIONS AND PUBLIC AFFAIRS REPORT**

Mr. Capps reviewed the December Communications and Public Affairs Report and the Tri-State 2021 End-Use Survey Results.

President Bustamante thanked Mr. Capps for the Communications and Public Affairs Report for December 2021.

**MEMBER SERVICES REPORTS**

**ENERGY DELINQUENT REPORT**

Ms. Madrid presented the Energy Delinquent Report for December 2021.

**NM PRC MEMBER CONCERNS**

Ms. Madrid reported that SEC had no Member informal complaints filed with the NM PRC in December 2021.

President Bustamante thanked Ms. Madrid for the Member Services Report for December 2021.

**TRI-STATE REPORT**

Trustee Anaya gave the Tri-State Board of Directors' activities report for January 2022.

President Bustamante thanked Trustee Anaya for the Tri-State Report.

**NMRECA REPORT**

Trustee Wolberg gave the NMRECA report for January 2022.

President Bustamante thanked Trustee Wolberg for the NMRECA Report.

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**MRGEDA REPORT**

Trustee Wolberg gave the MRGEDA report for January 2022.

President Bustamante thanked Trustee Wolberg for the MRGEDA Report.

**PRESIDENT'S REPORT**

There was no President's Report given at this time.

**FINANCE COMMITTEE REPORT**

Trustee Aguilar reported on the Finance Committee Meeting held on January 19, 2022.

President Bustamante thanked Trustee Aguilar for the Finance Committee Report.

**STANDING COMMITTEE REPORT**

Trustee Anaya reported on the Standing Committee Meeting held on January 19, 2022, with recommendations to the full Board of Trustees.

President Bustamante thanked Trustee Anaya for the Standing Committee Report.

**ETHICS COMMITTEE REPORT**

Trustee Nelson reported on the Ethics Committee Meeting held on January 19, 2022.

President Bustamante thanked Trustee Nelson for the Ethics Committee Report.

**NEW BUSINESS**

**Board Policy 117 – Communications with Member-Owners**

Manager Herrera reported that the Standing Committee reviewed Board Policy 117 – Communications with Member-Owners, and the Committee recommended that the Board approve Board Policy 117 – Communications with Member-Owners as reviewed.

Trustee Anaya made a motion to accept the Standing Committee's recommendation of Board Policy 117 – Communications with Member-Owners as reviewed; motion seconded by Trustee Wolberg. Motion carried unanimously.

**Board Policy 122 – Retention of Corporate Records**

Manager Herrera reported that the Standing Committee reviewed Board Policy 122 – Retention of Corporate Records, and the Committee recommended that the Board approve Board Policy 122 – Retention of Corporate Records as reviewed.

Trustee Wolberg made a motion to accept the Standing Committee's recommendation of Board Policy 122 – Retention of Corporate Records as reviewed; motion seconded by Trustee Aguilar. Motion carried unanimously.

**Board Policy 124 – Document Hold Notices and Electronic Discovery**

Manager Herrera reported that the Standing Committee reviewed Board Policy 124 – Document Hold Notices and Electronic Discovery, and the Committee recommended that the Board approve Board Policy 124 – Document Hold Notices and Electronic Discovery as reviewed.

Trustee Aguilar made a motion to accept the Standing Committee's recommendation of Board Policy 124 – Document Hold Notices and Electronic Discovery as reviewed; motion seconded by Trustee Wolberg. Motion carried unanimously.

**Board Policy 125 – Red Flag Program for Identity Theft & Credit Reporting Accuracy**

Manager Herrera reported that the Standing Committee reviewed Board Policy 125 – Red Flag Program for Identity Theft & Credit Reporting Accuracy, and the Committee recommended that the Board approve Board Policy 125 – Red Flag Program for Identity Theft & Credit Reporting Accuracy as reviewed.

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Trustee Anaya made a motion to accept the Standing Committee's recommendation of Board Policy 125 – Red Flag Program for Identity Theft & Credit Reporting Accuracy as reviewed; motion seconded by Trustee Hawkes. Motion carried unanimously.

Board Policy 127 – Transparency in the Procurement of Goods and Services

Manager Herrera reported that the Standing Committee reviewed Board Policy 127 – Transparency in the Procurement of Goods and Services, and the Committee recommended that the Board approve Board Policy 127 – Transparency in the Procurement of Goods and Services with proposed correction.

Trustee Hawkes made a motion to accept the Standing Committee's recommendation of Board Policy 127 – Transparency in the Procurement of Goods and Services as corrected; motion seconded by Trustee Wolberg. Motion carried unanimously.

Socorro County Commission Support Letter Request

After extensive discussion, Trustee Wolberg made a motion to draft a letter of support to Socorro County Commission to be reviewed at the next Board meeting; motion seconded by Trustee Anaya. Motion carried.

Consideration of 2022 Credentials & Elections Committee

Manager Herrera reported that a list of names for the Credentials & Elections Committee had been provided for the Board of Trustees to consider. Manager Herrera stated that all members are in good standing and are willing to participate in the Committee.

Trustee Wolberg made a motion to accept the Credentials & Elections Committee as stated; motion seconded by Trustee Nelson. Motion carried unanimously.

Consideration of Capital Credit Estate Retirements

Manager Herrera reported that SEC General Counsel Lorna Wiggins Esq. had previously reviewed the Patronage Estate Capital Retirement requests as provided in the Trustee's BoardPaq. Ms. Wiggins reviewed the retirement documents and stated that they appeared to be in order and were ready for the Board's consideration:

ESTATE RETIREMENTS:

	Operating Margins	Plains G&T	Investment in Associated Organizations	Cushion of Credit & Other Non-Ops	Tri-State	Gains	Unpaid Balance	Total	Total without Tri-State
None									

JOINT ACCOUNT ESTATE RETIREMENTS:

	Operating Margins	Plains G&T	Investment in Associated Organizations	Cushion of Credit & Other Non-Ops	Tri-State	Gains	Unpaid Balance	Total	Total without Tri-State
JM-Jan-22-A	\$259.60	\$3.86	\$20.86	\$15.35	\$94.18	\$0.00	(\$37.66)	\$356.19	\$262.01

Trustee Aguilar made a motion to approve the Retirement of Patronage Capital as presented, absent any Tri-State allocations, to the accounts mentioned above; motion seconded by Trustee Anaya. Motion carried unanimously.

Consideration of Line Extension Contracts

There were no Line Extensions Contracts open for consideration.

Consideration of Trustee Travel

President Bustamante requested Board approval to attend the NRECA PowerXchange scheduled for March 4-9, 2022.

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Trustee Anaya made a motion to approve President Bustamante to attend the NRECA PowerXchange; motion seconded by Trustee Wolberg. Motion carried unanimously.

**EXECUTIVE SESSION**

Trustee Aguilar made a motion to go into Executive Session to discuss employment matters and potential litigation; motion seconded by Trustee Wolberg. Motion carried unanimously.

President Bustamante called for an Executive Session.

The Board adjourned to Executive Session at 3:59 p.m.

**REGULAR SESSION**

Trustee Hawkes made a motion and seconded by Trustee Anaya to return to Regular Session at 4:43 p.m.

President Bustamante stated that there was no action taken during Executive Session.

**BOARD ACTION ON GM EMPLOYMENT AGREEMENT**

Trustee Hawkes made a motion to renew Manager Herrera's five-year contract with a 2% salary increase and a nine-month severance pay within Section D; motion seconded by Trustee Nelson. Motion carried unanimously.

**SET DATE/TIME FOR REGULAR MEETING**

After discussion, Trustee Anaya made a motion to set the Committee meeting's date and time for February 16, 2022, at 2:00 p.m. and the next regular scheduled Board Meeting for February 23, 2022, at 2:00 p.m.; motion seconded by Trustee Aguilar. Motion carried unanimously.

**ADJOURNMENT**

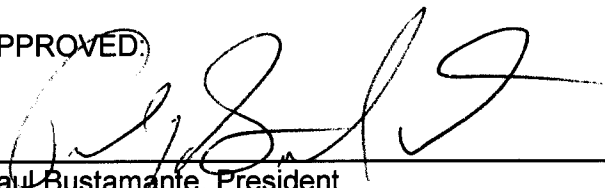
There being no other items open for discussion, Trustee Anaya moved to adjourn; motion seconded by Trustee Wolberg. Motion carried unanimously.

President Bustamante adjourned the meeting at 4:48 p.m.

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James Nelson, Secretary/Treasurer

APPROVED:

  
Paul Bustamante, President

I, James Nelson, do hereby certify that I am the Secretary of the Board of Trustees of The Socorro Electric Cooperative, Inc., herein called the "Cooperative," and the above is a true and exact copy of the Minutes of the Regular Meeting held on January 26, 2022. A Quorum of Trustees was present and acted upon throughout the meeting, and none of the Minutes of the above have been rescinded or modified.

  
James Nelson, Secretary/Treasurer