

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

November 21, 2024

**INDEX**

The Regular Meeting of the Board of Trustees of The Socorro Electric Cooperative, Inc. (SEC) was held on Thursday, November 21, 2024, at 310 Abeyta Ave, Socorro, New Mexico.

**CALL TO ORDER**

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

**ROLL CALL**

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

TRUSTEES PRESENT:      Leroy Anaya, President  
                                    Representative, District 3

                                    Ron Burnett, Vice President  
                                    Representative, District 5

                                    Eileen Latasa, Secretary/Treasurer  
                                    Representative, District 2

                                    Ward McCartney, Trustee\*  
                                    Representative, District 1

                                    M Kenneth Bowden, Trustee  
                                    Representative, District 3

                                    Stephen Rosas, Trustee,  
                                    Representative, District 3

                                    David Lyn Wade, Trustee  
                                    Representative, District 4

TRUSTEE(S) ABSENT:      None

ALSO PRESENT:            Donna Wilkins, Interim General Manager  
                                    Jimmy Capps, Chief Financial Officer  
                                    David Montoya, Safety Compliance Officer  
                                    Jason Otero, Line Superintendent  
                                    Jerrid Williams, Director of Communication and Public Affairs

SEC MEMBERS PRESENT: None

**QUORUM**

Secretary Latasa declared a Quorum of Trustees present.

**PLEDGE OF ALLEGIANCE**

President Anaya led everyone in the Pledge of Allegiance.

**CONSIDERATION AND APPROVAL OF AGENDA**

Trustee Bowden moved to approve the Agenda as presented; the motion was seconded by Trustee Burnett. The motion carried unanimously.

President Anaya approved the Agenda as presented.

**CONSIDERATION AND APPROVAL PREVIOUS MINUTES**

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Trustee Latasa had corrections to the minutes from October 30, 2024.

Trustee Burnett moved to approve the Minutes from the Regular Meeting of October 30, 2024, as corrected; the motion was seconded by Trustee Rosas. The motion carried unanimously.

President Anaya approved the Minutes from October 30, 2024, as corrected.

Trustee Latasa moved to approve the Minutes from the Special Meeting of October 31, 2024, as presented; the motion was seconded by Trustee Bowden. The motion carried unanimously.

President Anaya approved the Minutes from October 31, 2024, as presented.

### **MEMBER COMMENTS**

No Member Comments were brought forth.

### **MANAGER'S REPORT**

Interim Manager Wilkins reported on the expenditure check register totaling \$5,705,495.36 for October 2024 and proceeded to answer questions posed by the Trustees.

President Anaya thanked Interim Manager Wilkins for the Expenditure Report for October 2024.

Interim Manager Wilkins reported the Visa Credit Card expenditures, complete with supporting receipts, made available to the Board of Trustees for October 2024.

President Anaya thanked Interim Manager Wilkins for the Visa Credit Card Report for October 2024.

Interim Manager Wilkins reported on the Engineering Report for October that SEC had 43 site visits scheduled and sent out 19 estimate packets to members. Interim Manager Wilkins reported that the high winds within the Arroyo de la Matanza area are causing the 69kV lines to hit the new poles 22 feet away. Interim Manager Wilkins stated that Tri-State did allow SEC to install an insulated stand-off to tie the wire to the new pole to prevent it from occurring again, but now Tri-State requires SEC to go through its clearance Hot Line Ordinance (HLO) process, which can take up to two (2) hours to obtain clearance. Interim Manager Wilkins explained that the new poles were placed within the same co-location as the existing line as required by the Bureau of Land Management right-of-way clearance, which is why the outages occur. Interim Manager Wilkins reported that the conductors are being installed from the south side of US-60 back to the Magdalena substation. Interim Manager Wilkins stated that on the north side of US-60, two (2) poles had to be relocated due to being placed near the roadside and an anchored pole being in an archaeological area of an older house. Interim Manager Wilkins reported that the Energetic Material Research and Testing Center (EMRTC) has provided badge training and schedules to our contractors so they can access the two (2) areas where the line coexists on New Mexico Tech's property. Interim Manager Wilkins stated that Sun Zia project wants SEC to delay our plans through EMRTC's area until mid-January due to an issue with crossing SEC's lines. Interim Manager Wilkins stated that during the crossing agreement that Sun Zia discussed with SEC, they only requested that SEC cover up the lines and protection near the reclosers be placed on a non-reclosing at crossing points but now does not want SEC to energize until after Sun Zia crosses. Interim Manager Wilkins reported that Altitude contractor crews will work through the upcoming Thanksgiving holiday to make up for the delays with the escorting and monitoring of SEC by EMRTC. Interim Manager Wilkins reported that the 69kV underground duct bank to the Tri-State substation is congested from the substation for the 69kV underground cable. Interim Manager Wilkins stated to help with this congestion, by January 8, 2025, the specialized installers will install and terminate the cable at the Tri-State Socorro substation. Interim Manager Wilkins reported that the Interstate substation contractor has the fencing installed and, in the upcoming week, will be spreading the gravel within the substation, and the new 10 MVA transformer at the Magdalena substation will be tested. Interim Manager Wilkins explained that by the end of November, the substation will be tested, and SEC is hoping that the Magdalena substation will be energized the second week of December to help with the planning of the Tucson Electric Power outage, which will require SEC to transfer the Quemado substation load to Magdalena substation. Interim Manager Wilkins reported that SEC has met weekly with ACRS, Ward Systems, and Red Bolt on the Magdalena Fiber Project. Interim Manager Wilkins stated that all contractors and Red Bolt are progressing well in installing Network Interface Devices (NIDs) and service drops on Magdalena's north side into the village's main part. Interim Manager Wilkins reported that crews are tentatively scheduled to be completed by February 28, 2025, which could change due to weather conditions and upcoming holidays. Interim Manager Wilkins proceeded to answer questions posed by the Trustees.

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President Anaya thanked Interim Manager Wilkins for the Engineering Report for October 2024.

Interim Manager Wilkins reported that SEC had received several 4-H Donation Thank You cards.

President Anaya thanked Interim Manager Wilkins for the Manager's Report for October 2024.

### **FINANCIAL REPORT**

Mr. Capps carefully reviewed the RUS Form 7 Report for October 2024 RUS Form 7 in detail and answered questions the Trustees posed.

President Anaya thanked Mr. Capps for the RUS Form 7 Report for October 2024.

### **SAFETY COMPLIANCE REPORT**

#### **SAFETY REPORT**

Mr. Montoya reviewed the October Safety Report and proceeded to answer questions posed by the Trustees.

#### **JOB BRIEFING**

Mr. Montoya reviewed the October Job Briefing Reports.

President Anaya thanked Mr. Montoya for the Safety Report for October 2024.

### **OPERATIONS AND MAINTENANCE REPORT**

#### **CONSTRUCTION/MAINTENANCE REPORT**

Mr. Otero reported on October activities, with crews completing 48 service orders and 24 work orders.

#### **OUTAGE REPORTS**

Mr. Otero reviewed the outages occurring in October 2024 and answered questions the Trustees posed.

President Anaya thanked Mr. Otero for the Operations and Maintenance Report for October 2024.

### **MEMBER SERVICES REPORTS**

#### **ENERGY DELINQUENT REPORT**

Interim Manager Wilkins stated Ms. Madrid was out and reported on the Energy Delinquent Report for October 2024. Ms. Madrid reported that for October 2024, SEC had 35 members with medical certificates totaling \$129,512.17, 19 members had active arrangements totaling 16,762.11, and 136 members received assistance payments totaling \$32,936.70.

#### **NM PRC MEMBER CONCERNS**

Interim Manager Wilkins reported that no SEC Member complaints were filed with the NM PRC in October 2024.

President Anaya thanked Ms. Madrid for the Member Services Report for October 2024.

### **COMMUNICATIONS AND PUBLIC AFFAIRS REPORT**

Mr. Williams reviewed the October 2024 Communications and Public Affairs Report.

President Anaya thanked Mr. Williams for the Communications and Public Affairs Report for October 2024.

### **TRI-STATE REPORT**

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President Anaya gave the Tri-State Board of Directors' activities report for November 2024 and proceeded to answer questions posed by the Trustees.

**NMREC REPORT**

Trustee Burnett presented the NMREC activities report for November 2024.

President Anaya thanked Trustee Burnett for the NMREC Report for November 2024.

**PRESIDENT'S REPORT**

President Anaya reported about the upcoming trainings being held for the NMREC Director's Training in Albuquerque, New Mexico and the NRECA PowerXchange in Atlanta, Georgia.

**FINANCE COMMITTEE REPORT**

Trustee Burnett reported on the Finance Committee Meeting held on October 30, 2024, and November 21, 2024, with recommendations to the full Board of Trustees.

President Anaya thanked Trustee Burnett for the Finance Committee Report.

**STANDING COMMITTEE REPORT**

Trustee Bowden reported on the Standing Committee Meeting held on October 30, 2024, and November 21, 2024, with recommendations to the full Board of Trustees.

President Anaya thanked Trustee Bowden for the Standing Committee Report.

**NEW BUSINESS**

**Board Policy 116 – Trustees Fees and Expenses**

Interim Manager Wilkins reported that the Standing Committee reviewed Board Policy 116 – Trustees Fees and Expenses, and the Committee recommended that the Board approve Board Policy 116 – Trustees Fees and Expenses with recommended changes.

After discussion, Trustee Burnett moved to accept the Standing Committee's recommendation of Board Policy 116 – Trustees Fees and Expenses with proposed changes; the motion was seconded by Trustee Rosas. The motion carried unanimously.

**Board Policy 120 – Wage and Salary Administration for Employees Not Covered by a Collective Bargaining Agreement**

Interim Manager Wilkins reported that the Standing Committee reviewed Board Policy 120 – Wage and Salary Administration for Employees Not Covered by a Collective Bargaining Agreement, and the Committee recommended that the Board approve Board Policy 120 – Wage and Salary Administration for Employees Not Covered by a Collective Bargaining Agreement as reviewed.

Trustee McCartney moved to accept the Standing Committee's recommendation of Board Policy 120 – Wage and Salary Administration for Employees Not Covered by a Collective Bargaining Agreement as reviewed; the motion was seconded by Trustee Bowden. The motion carried unanimously.

**Board Policy 121 – Securing Confidential Member and Employee Data While Retaining and Destroying Records**

Interim Manager Wilkins reported that the Standing Committee reviewed Board Policy 121 – Securing Confidential Member and Employee Data While Retaining and Destroying Records, and the Committee recommended that the Board approve Board Policy 121 – Securing Confidential Member and Employee Data While Retaining and Destroying Records with recommended changes.

Trustee Rosas moved to accept the Standing Committee's recommendation of Board Policy 121 – Securing Confidential Member and Employee Data While Retaining and Destroying Records with proposed changes; the motion was seconded by Trustee Burnett. The motion carried unanimously.

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Board Policy 123 – Maintenance Periods for Personnel Records

Interim Manager Wilkins reported that the Standing Committee reviewed Board Policy 123 – Maintenance Periods for Personnel Records, and the Committee recommended that the Board approve Board Policy 123 – Maintenance Periods for Personnel Records with recommended changes.

Trustee Latasa moved to accept the Standing Committee’s recommendation of Board Policy 123 – Maintenance Periods for Personnel Records with proposed changes; the motion was seconded by Trustee McCartney. The motion carried unanimously.

Board Policy 126 – Whistleblower Protection

Interim Manager Wilkins reported that the Standing Committee reviewed Board Policy 126 – Whistleblower Protection, and the Committee recommended that the Board approve Board Policy 126 – Whistleblower Protection as reviewed.

Trustee McCartney moved to accept the Standing Committee’s recommendation of Board Policy 126 – Whistleblower Protection as reviewed; the motion was seconded by Trustee Rosas. The motion carried unanimously.

Consideration of 2025 Budget

Interim Manager Wilkins and Mr. Capps explained, in detail, draft 2025 Budget explaining the proposed capital items and proceeded to answer questions posed by the Trustees. Interim Manager Wilkins stated that the Finance Committee reviewed the budget and recommended that the Board approve the 2025 Budget as presented.

After discussion, Trustee Latasa moved to accept the Finance Committee’s recommendation of the 2025 Budget as presented; the motion was seconded by Trustee Rosas. The motion carried unanimously.

Consideration of Capital Credit Estate Retirements

Interim Manager Wilkins reported that SEC General Counsel Lorna Wiggins Esq. had previously reviewed the Patronage Estate Capital Retirement requests as provided in the Trustee’s BoardPaq and proceeded to answer questions posed by the Trustees. 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 |
|-----|-------------------|------------|--|-----------------------------------|-----------|-------|----------------|-------|-------------------------|
| N/A | -                 | -          | -                                      | -                                 | -         | -     | -              | -     | -                       |

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 |
|----------|-------------------|------------|--|-----------------------------------|-----------|--------|----------------|----------|-------------------------|
| Nov-24-A | \$112.86          | \$1.77     | \$6.29                                 | \$4.13                            | \$6.70    | \$0.00 | \$0.00         | \$131.75 | \$125.05                |

After discussion, Trustee McCartney moved to approve the Retirement of Patronage Capital as presented, absent any Tri-State allocations, to the accounts mentioned above; the motion was seconded by Trustee Burnett. The motion carried unanimously.

Consideration of Line Extension Contracts

There were no Line Extension Contracts open for consideration.

Consideration of Trustee Travel

Trustees Latasa, Rosas, and President Anaya requested Board approval to attend the NRECA PowerXchange scheduled for March 7-12, 2025, in Atlanta, Georgia

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Trustee McCartney moved to approve Trustees Latasa, Rosas, and President Anaya to attend the NRECA PowerXchange; the motion was seconded by Trustee Burnett. The motion carried unanimously.

**EXECUTIVE SESSION**

Trustee Latasa moved to go into Executive Session to discuss employment matters and strategic and long-range business plans; the motion was seconded by Trustee Wade. The motion carried unanimously.

President Anaya called for an Executive Session.

The Board adjourned to Executive Session at 4:13 p.m.

\* Trustee McCartney was excused from the Executive Session at 4:13 p.m. and did not return after the Regular Session.

**REGULAR SESSION**

Trustee Latasa moved and was seconded by Trustee Rosas to return to the Regular Session at 4:50 p.m. The motion carried unanimously.

President Anaya stated that no action was taken during the Executive Session.

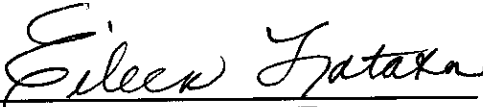
**SET DATE/TIME FOR REGULAR MEETING**

After discussion, Trustee Burnett moved to set the date and time of the Committee meetings for December 20, 2024, at 1:00 p.m. and the next regularly scheduled Board Meeting for December 20, 2024, at 2:00 p.m.; the motion was seconded by Trustee Latasa. The motion carried unanimously.

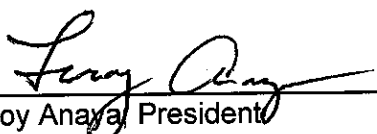
**ADJOURNMENT**

With no other items open for discussion, Trustee Latasa moved to adjourn; the motion was seconded by Trustee Bowden. The motion carried unanimously.

President Anaya adjourned the meeting at 4:51 p.m.

  
\_\_\_\_\_  
Eileen Latasa, Secretary/Treasurer

APPROVED:

  
\_\_\_\_\_  
Leroy Anaya, President

I, Eileen Latasa, 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 November 21, 2024. 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.

  
\_\_\_\_\_  
Eileen Latasa, Secretary/Treasurer