



Policy 162: Member Assistance

Board Approved: October 25, 2023

Clayton Monsen

Board President

Purpose: To allow for the consistent treatment of members who provide assistance to McKenzie Electric Cooperative, Inc. (MEC) crews.

Provisions:

- 1) MEC will determine when member assistance is needed.
- 2) Employees shall monitor and record the amount of time a member(s) assists crews and report the hours to their supervisor who will then provide proper documentation to the Business Manager.
- 3) The Business Manager will ensure that a bill credit is applied to the member(s) using the following rate:
 - a) Where heavy equipment is used: \$50 per hour or a maximum of \$300 per occurrence;
 - b) All other instances: \$25 per hour or a maximum of \$300 per occurrence.
- 4) A thank you letter will be mailed to the member thanking them for their assistance. The letter shall note the total bill credit and the billing month which the credit will appear.
- 5) This policy does not apply to assistance provided by members under the terms of a contract to provide such assistance.