

**KENTUCKY MUNICIPAL ENERGY AGENCY
PRESIDENT & CHIEF EXECUTIVE OFFICER**

PROFILE

The President & Chief Executive Officer (CEO) will report to the Kentucky Municipal Energy Agency (KyMEA) Board of Directors. The Board is comprised of one senior utility representative (Director) from each of its member agencies (currently 11).

The CEO is the first official employee of the Agency and will be tasked startup duties including organizational development and hiring of new staff, but it is anticipated that the Agency will initially employ around five full-time employees supported significantly by external services including legal, power marketing support services, and information technology.

OVERVIEW

In September of 2015, after 18 months of discussion, a number of municipal electric utilities entered into an Inter-Local Cooperation Agreement that effectively formed a joint action agency to provide all-requirements electric supply. Ten members had previously issued terminations of their long-term supply arrangement with Kentucky Utilities (KU). The resultant entity, the Kentucky Municipal Energy Agency (KyMEA), established by-laws and, with the assistance of external advisors, entered into three power supply agreements that will soon comprise the primary power supply portfolio for eight all-requirements members of KyMEA's eleven-member agency. At present day, an all-requirements contract has been executed by the participating all-requirements project members and KyMEA. Additionally, two members of the Agency are transmission-only customers. Owensboro Municipal Utilities, the largest member of the Agency, is retiring its coal-fired generation resources and is currently analyzing its options with strong consideration of utilizing KyMEA to provide all-requirements or partial requirement for its total wholesale energy supply. Prior to the retirement of its coal-fired generation, OMU will contract with KyMEA to supply, over the next 3-5 years, wholesale energy management services.

KyMEA is a "project based" agency in which members may choose to participate in generation resource projects and other initiatives such as the All-requirements project. The business model objective of KyMEA is to provide the maximum level of flexibility to its members to promote and maintain local control over electric rates, sources of power, energy efficiency, demand response, net energy metering, etc., while ensuring the financial integrity of the Agency as it faces the wholesale market for the benefit of the members.

As the initiation of service approaches in April of 2019, the Agency is seeking to identify and hire a President and CEO to lead the organization and prepare for full scale operations. The Board of Directors envision a streamlined and efficient staff, but is open to other approaches that are suggested by the President and CEO. The Agency and its Advisors believe that it will be most cost effective for the bulk of the work to be outsourced to a third-party provider for scheduling and tagging services, legal, information technology, etc. It is initially anticipated that KyMEA will employ around five full-time positions directing external portfolio operations, analytics and risk management, accounting and finance, and administrative support.

LOCATION

While Louisville, Kentucky, appears to be an early preference to locate the KyMEA office, the Board of Directors is amenable to discussion on locating the Agency in other cities within the central region

of the state. Both Frankfort and Lexington are under consideration as alternative options. The preference of the successful candidate may dictate the ultimate choice.

BENEFITS

KyMEA anticipates offering standard and competitive benefit options including health, life insurance, vacation, and a company car or car allowance. Research is ongoing in the development of these offerings and the CEO may initially join the benefit program offered by another state association until the Agency’s offerings are approved and functional.

KyMEA will pay the customary costs of relocation.

TIMELINE

August 4	Resume submittal deadline
August 14-23	Interviews with MFP LLC (location TBD)
By September 15	Interviews completed with KyMEA Board of Directors
Late Oct/Early Nov	Successful candidate begins employment

CONTACT

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Resumes are preferred in PDF format. Please combine all application materials into one document when submitting.

*****OFFICAL POSITION DESCRIPTION FOLLOWS*****

Kentucky Municipal Energy Agency

Position Description

Kentucky Municipal Energy Agency

President/CEO

Exempt: Yes

Department:

Reports To: KyMEA Board

Location: Not indicated.

Date Prepared: March 23, 2017

GENERAL DESCRIPTION OF POSITION

The intent of this description is to provide a representative summary of the major duties and responsibilities performed by employees on this job. Employees may be required or assigned other related activities, projects, or tasks other than those specifically presented in this description. The requirements are representative of the knowledge, skill and/or ability needed. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Operates with significant autonomy in establishment of far-ranging policies affecting future operational and developmental goals. Coordinates departmental functions creating and implementing decisions and policy recommendations that most cost effectively provide

KyMEA's members and their customers with efficient wholesale electric supply and other services as approved by the KyMEA Board of Directors. Plans for and executes plans for future electric demand and the member community needs while striving for financial stability and maintaining reliable and cost-effective sources of electric energy, ancillary services and capacity service. Develops and directs KyMEA personnel to most effectively achieve company goals. Requires a very high level of judgment, exceptional analytic ability and creativity investigating major problems and issues that require original, innovative solutions. Requires ability to communicate and interact with the KyMEA Board of Directors, appointed member utility commissioners, city commissioners, city mayors, trading counterparties, power suppliers, RTO market participants and suppliers to KyMEA.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Plans and directs operations' projects, personnel and equipment needs by continually assessing performance and ensuring organizational standards and goals are optimized.
2. Acts in a public relations capacity representing KyMEA in civic activities, community economic development, legislative and regulatory matters, and developing good will for the Agency by staying attuned to the community priorities and opinion of the Agency members.
3. Reviews financial and operational reports regarding utility performance to determine current and future budgetary equipment and personnel needs. Makes appraisals and recommendations in compliance with established procedures and budget constraints.
4. Communicates Agency activity and performance to the Board of Directors and implements the Agency's directives into policy and procedure.
5. Retains open lines of communication with all city and state governing bodies, officials and regulatory agencies, contractual parties and financial institutions to keep abreast of changes and developments in those areas and how they affect Agency policies.
6. Develops long-range financial needs of the Agency, recommends financing methods, participates in bond issue preparations and administers bond funds.
7. Coordinates activities with Agency members involving conditions of mutual interest.
8. Directs staff and/or advisors on resource planning for all Agency members and recommends wholesale power supply strategies to the KyMEA board and implements approved strategies.
9. Perform any other related duties as required or assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty mentioned satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

SUPERVISORY RESPONSIBILITIES

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities may include but not limited to interviewing, hiring and training employees; planning, assigning and directing work; appraising performance, rewarding and disciplining employees; addressing complaints and resolving problems.

ADDITIONAL INFORMATION

Knowledge and Abilities

Bachelor's Degree in Business, Accounting, Finance or Engineering required. Comprehensive knowledge of modern principles of administration and management, production, risk

management, transmission and distribution operations, power supply, safety, and RTO operations at municipal utilities. Computer literacy required. Ability to comprehend legal jargon and terms used in regulatory statutes and codes. Must be politically aware and able to effectively work with a variety of government representatives, agencies, and regulations.

EXPERIENCE

At least 15 years in utility power supply operations experience with five to eight years in a senior managerial position. Experienced in all phases of operation from financial and technical operations to administrative functions.