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PGE Retirees Inc.: Organization Profile

PGE Retirees Inc. is a 501 c (4) non-profit organization approved by the IRS and incorporated as a Corporation in the state of Oregon.

According to the organization’s bylaws:

- The purpose of this organization shall be to coordinate the business and social affairs of PGE Retirees.
- Membership in this organization shall consist of all current and future retired employees, spouses and significant others of Portland General Electric Company.
- Dues and fees shall be adjusted annually, if required, by the Board of Directors to maintain a level of funding consistent with the financial requirements of the organization.
- The organization is governed by a Board of a minimum of 12 Directors, elected by the organization’s members at an annual meeting.



Figure 1: Temporary Logo

PGE Changes: HR Systems and Administration

In the fall of 2019, PGE was nearing the end of several initiatives that would:

- a) Outsource the administration of employee benefits to several companies that could offer expanding choices to retirees, and
- b) Replace aging and unsupported software systems (i.e. Peoplesoft) with new systems.

An unanticipated consequence of these initiatives was that PGE could not support *PGE Retirees Inc.* organization in the same way it had in past years. Maria Pope, PGE CEO, and Anne Mersereau, PGE VP of HR, affirmed the importance of maintaining a relationship and support for retirees.

As a result, a joint workgroup was formed to develop solutions. The workgroup includes the members of the *PGE Retirees Inc.* Transition Committee (Stan Chiotti, Terry Judkins, Darlene Judkins, Ed Miska, Barbara Beck, John McLain, Judy Francis, Norby Chartrey, Jim Den and Linh Huynh) and three representatives from PGE Human Resources (Tamara Neitzke, Leanne Sneath and Tim Mooney).

The first meeting in October was productive and it was agreed to meet again in November to review specific proposals from the Retiree Transitions Committee on how to transition from the way things were done in past years to a new relationship and support with PGE.

Transition Plan Proposal

Goals:

1. Achieve long-term growth in membership through providing desirable news, networking, activities and advocacy for retirees
2. Improve and enhance a “Relationship of Mutual Advocacy” between PGE Corporate and *PGE Retirees Inc.*

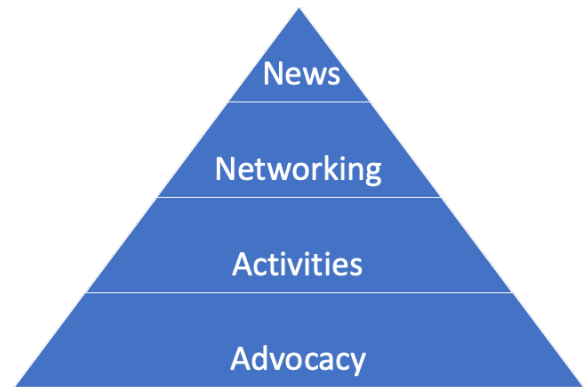


Figure 2: Major Functional Areas of Services

Achieving these goals will require the ***PGE Retirees Inc.*** organization to evolve towards a self-reliant membership-focused and professionally managed group of volunteers who can justify an investment by retirees as well as an ongoing investment by PGE.

As *PGE Retirees Inc.* transitions to new functions of self-reliance, the organization will require the following ongoing financial support from ***PGE Corporate.***

PGE will:

1. Continue to provide financial support at the same level as in past years (included in the PGE budget for 2020):
 - **\$6,000 annually**
 - **\$2,500 annually for annual luncheon** (this cost may decrease in future years)
2. Provide a designated liaison from Human Resources or Corporate Communications to work with *PGE Retirees Inc.*, including attending Retiree Board meetings and be an advisor, coordinator and advocate for PGE Retiree initiatives that would benefit from PGE support and services.
3. Provide printing and mailing services for the PGE Retiree Newsletter and other communications:
 - a) Through the end of 2019, and
 - b) Ongoing printing and mailing services for PGE retirees who do not have Internet service. At this point, the estimated cost for six mailings to approximately 200 retirees is \$2,400 per year which could be the use of PGE Corporate Printing services or a reimbursement. This cost may decrease as recent and future retirees use Internet services.
4. Include informational brochures, mailers and contact information in PGE Retiree Exit Packets as well as active employee communications channels to encourage “opting-in” and registering with *PGE Retirees Inc.*
5. Reimburse *PGE Retirees Inc.* for an estimated **\$500 one-time start-up fee** for purchase or subscription of Contact Management System/Software to maintain membership lists.

PGE will (cont):

6. Reimburse *PGE Retirees Inc.* for an estimated **\$1500 one-time start-up** fee for the redesign and rebuilding of the PGERetirees.org website in order to transition to a membership focused website with services, calendaring and networking.
7. Provide a location, such as Oregon City or the Wilsonville Training Center, as a meeting place for *PGE Retirees Inc.* Board meetings.
8. Host one *PGE Retirees Inc.* Board Meeting each year in the 1WTC-17 Board Room to include an update from a PGE executive on initiatives of mutual interest and advocacy.
9. Assign the PGE Retiree Liaison and representatives from Human Resources and Corporate Communications to become members of the PGE Retiree Facebook Closed/Private Group to review posts and actively respond to questions and difficulties retirees may be having with benefits and other concerns involving PGE and its vendors.

***PGE Retirees Inc.* will:**

1. Revise its structure and functions to be a more self-reliant and member services organization.
2. Develop a **Membership Committee** of volunteers who will:
 - Receive opt-in requests (email, postcards, website, phone calls)
 - Build or buy a contact management system to maintain a membership list of retirees and their contact information, and
 - Monitor membership views and level of support for annual membership dues in future years (e.g. \$10-\$20 per year).
3. Develop a **Communications Committee** of volunteers who will:
 - Create and publish newsletters and other communications through digital channels such as websites, email and social media (e.g. Facebook)
 - Offer printing and mailing options for retirees who do not have access to digital services
 - Rebuild the *PGE Retirees Inc.* owned website domain name *pgeretirees.org* into a robust member services, news and social networking website via mobile devices including phones, pads and laptops
 - Develop the existing PGE Retiree Facebook Closed-Private-Group into a purposeful communications channel for PGE Retiree news, services and networking, as well as exploring other social media channels, and
 - Develop and use a specified email to solicit prospective and past retirees to “opt-in” to register with *PGE Retirees Inc.* and to receive communications. This email can also be used by PGE representatives and included in the Retiree Exit Packets.
4. Establish an **Advocacy Committee** of volunteers who will:
 - Monitor PGE internal news and initiatives that affect PGE Corporate as well as retirees.
 - Write and publish summaries in the *PGE Retirees Inc.* Newsletter, website and social media channels.

Transition Costs and Support from PGE Corporate

The existing financial support from PGE is \$6,000 per year, plus about \$2,500 for an annual spring luncheon for all retirees (approximately 150-250 attend). See Figure 3 for how the money is used.

Currently, retirees do not pay any dues to *PGE Retirees Inc.* All retirees, spouses and significant others are automatically members, which has included more than 2,045 people on the PGE mailing list.

Opting-In

Under the transition plan, the membership starts at ZERO. Retirees will have to “opt-in” to register with *PGE Retirees Inc.* in order to receive newsletters and communications about social and sports activities.

Beginning in 2020, only retirees who have “opted-in” by contacting the Membership Committee or joining the closed Facebook Group will receive formal communications. An exception to this will be a “rebuilt website *PGERetirees.org*” that will likely have a public section where anyone can read or download newsletters and event schedules. Currently:

- About 100 retirees have joined existing email lists or phone trees.
- There are 230 members in the PGE Retirees Facebook Group, some of whom are active employees.

Membership growth of “opt-ins” to email lists or to join the “Facebook Group” will require the full support of PGE Corporate to encourage active employees close to retirement to become members of *PGE Retirees Inc.*

Summary: Budget Request

PGE Retirees Inc. requests that PGE Corporate provide one-time startup costs and ongoing operating costs until member news, communications, services and support reach a level in future years that can justify instituting annual dues from members.

This would include:

- \$6,000 annually
- \$2,500 annually, decreasing in future years
- \$2,400 per year for printing and mailing (six mailings to about 200 retirees)
- \$500 to purchase or subscribe to a Contact Management System/Software to maintain membership lists, and
- \$1,500 to redesign and rebuild the *PGERetirees.org* website.

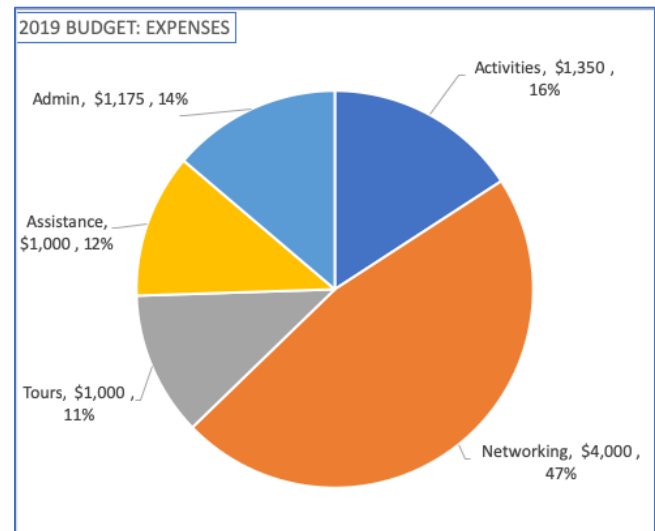


Figure 3: 2019 Budget Expenses and Categories