**LANSING BOARD OF WATER & LIGHT BOARD OF COMMISSIONERS**
**COMMITTEE OF THE WHOLE MEETING**
**Tuesday, November 10, 2026 – 5:30 P.M.**
**REO Town Depot - Board of Water & Light Headquarters**
**1203 S. Washington Ave., Lansing, MI 48910**

BWL full meeting packets and public notices/agendas are located on the official website at https://www.lbwl.com/about-bwl/governance.

**AGENDA-UPDATED**

Call to Order

Roll Call

Public Comments on Agenda Items

1. Approval of the Committee of the Whole Meeting Minutes of September 1, 2026……**TAB 1**

2. Public Power Contest Winner Recognition……**Information Only**

3. Retirement Plan Committee (RPC) Update……**TAB 3**
   a. Retirement Plan Committee (RPC) Charter Update
   b. Retirement Plan (RPC) Resolution

4. Information Technology (IT) Update……**TAB 4**

5. Information Technology (IT) Policy……**TAB 5**
   a. Information Technology (IT) Policy Resolution

6. 2027 Regular Board Meeting Schedule……**TAB 6**

Other
Adjourn

**COMMITTEE OF THE WHOLE**
**Meeting Minutes**
**September 1, 2026**

The Committee of the Whole of the Lansing Board of Water and Light (BWL) met at the BWL Headquarters-REO Town Depot located at 1203 S Washington Ave., Lansing, MI, on Tuesday, September 1, 2026.

Chairperson Sandra Zerkle called the Committee of the Whole Meeting to order at 5:30 p.m. and asked the Corporate Secretary to call the roll.

Present: Commissioners Beth Graham, Chris Harkins, Semone James, DeShon Leek, Tony Mullen, David Price, Dale Schrader, and Sandra Zerkle.
Absent: None.

Corporate Secretary LaVella Todd declared a quorum.

## Public Comments

Elaine Fischoff, BWL customer and Lansing resident, praised the BWL for the 10 MW solar array project being established at the former Erickson plant. Fischoff also mentioned an upcoming public hearing on the coal ash pond remedy. She requested notice of meeting be included on social media, the BWL website, and distributed to the community prior to the meeting.

## Approval of Minutes

**Motion** by Commissioner Dale Schrader, **Seconded** by Commissioner David Price to approve the Committee of the Whole Meeting minutes of July 14, 2026.
**Action**: Motion carried. The minutes were approved.

## Retirement Plan Committee (RPC) Update

Chief Financial Officer (CFO) Scott Taylor presented the Retirement Plan Committee (RPC) update. Implementation of the new Liability Driven Investing is substantially complete with modest additional rebalancing occurring over time as additional liquidations from real estate investments occur. CFO Taylor also provided an update on the defined contribution 401(a) and Deferred Compensation 457(b) plans. He noted that participant agreements for each new investment option were signed by all parties and fully executed in August. A participant communication went out the last week of August and the scheduled transfer/availability date for the new funds will be October 9, 2026.

CFO Taylor then provided an Administrative Activity Update. Asset Consultant Group, the primary consultant for the DB and VEBA plan had a staffing update. Nathan Burk resigned from ACG in July, being replaced by Patrick Miller and George Tarlas who have been working with the RPC. CFO Taylor also provided an update on the VEBA Administrative Services Agreement Reimbursement. Based on sufficiency of funding and investment performance, the RPC approved the FY 2026 Q4 reimbursement from the VEBA plan to the BWL in the amount of $5,680,162.

CFO Taylor provided an update on the Nationwide contract. Nationwide presented an offer of revised pricing terms should the RPC choose to extend the contract prior to expiration at the end of the calendar year. The RPC reviewed the updated terms along with Captrust's recommendation and determined it would be in the best interest of the plan and participants to enter into a new five-year contract with Nationwide upon expiration of the current contract. The new contract is under review and expected to be executed by the end of September.

**Safety and Health Policy Revision and Resolution**

Dan Barnes, Director of Human Resources (DHR), provided an update to the Safety and Health Policy. Minor changes to the policy were presented to the Committee such as adding scope and purpose. DHR Barnes stated the policy serves as a guideline, along with the safety manual, on how the BWL operates safely within the community. The Safety and Health Policy Resolution was reviewed by BWL safety professionals and executive staff. DHR Barnes requested the Safety and Health Policy Resolution be forwarded to the full Board for consideration at the upcoming Regular Board Meeting.

**Motion** by Commissioner David Price, **Seconded** by Commissioner Semone James, to forward the Safety and Health Policy Resolution to the full board for consideration.
**Action**: Motion Carried.

**Carbon Neutrality Program Results for Calendar Year 2025**

Jennifer Binkley-Power, Manager of Energy Planning and Decarbonization (MEPD), provided an update on the Carbon Neutrality Program Results for Calendar Year 2025. The carbon neutrality programs consist of energy optimization programs, such as rebates, customer owned solar, electric vehicle charging, and demand response programs. MEPD, Binkley-Power went on to discuss the Hometown Energy Savers Programs, which includes residential home energy visits, appliance recycling, small business programs, commercial and industrial programs, energy education for K-8, and pilot programs.

Commissioner Zerkle asked if anyone can qualify for a Home Energy Visit?

MEPD, Binkley-Power responded the BWL targets income qualified homes, but any customer is welcome to participate.

MEPD, Binkley-Power stated in 2025 the department conducted 361 home visits, 297 of those visits being income qualified homes, with a total of $272,592 worth of energy saving measures installed. The BWL also provides appliance replacements as budget allows.

MEPD, Binkley-Power shared BWL has 2.5% energy savings compared to 2025 retail sales, 1% over the BWL target while remaining under budget. The energy optimization portfolio performance overall gross KWH saved was 54,849,332 with a budget of $3,339,774 spent. She then provided a list of prominent 2025 projects and the energy savings and incentives provided.

Commissioner Schrader asked if a landlord could request a Home Energy Visit?

MEPD, Binkley-Power confirmed landlords can request Home Energy Visits for households with a threshold of 80% AMI which is what most service agencies around Lansing use to define low-income.

Commissioner Mullen noted most of the savings are comprised of commercial and industrial customers and asked if there is a way to refocus BWL's advertisement on low-income families?

MEPD, Binkley-Power, responded the BWL works with multiple agencies to assist with advertisement to low-income households such as Habitat for Humanity, Capital Area Community Services, and Lansing Housing Commission. She also stated that due to new legislation starting in 2026, the BWL needs to increase its low-income focus because 25% of the portfolio budget must be spent on low-income customers by 2029 and BWL currently spends about 15-18% on low-income depending on the project year. MEPD, Binkley-Power reiterated low-income households are the majority of BWL's focus.

Commissioner Zerkle shared she has opted to receive her bill electronically resulting in a $5 savings, and asked how customers received program advertisement electronically?

Commissioner James confirmed that Commissioner Zerkle received a $5 saving when opting in to electronic billing.

AGM Shawa confirmed BWL customers may elect to opt-out of receiving a paper bill and receive a $5 per month savings.

MEPD, Binkley-Power, stated social media posts, email campaigns, as well as community events are utilized to provide program information to BWL Customers.

Commissioner Semone James asked if they or someone they knew wanted to take advantage of these programs, what they would do?

MEPD, Binkley-Power responded by sharing the BWL website contains phone number and email address for complete program information. She also noted events such as BWL resource fair, City of Lansing Resource Summit, and Southside Community Coalition.

MEPD, Binkley-Power stated the BWL is a part of Michigan Saves which is a dedicated network of authorized contractors as well as MEECA, Michigan Energy Efficiency Contractors Association. The BWL was awarded the 2026 Utility of the Year award from MEECA.

MEPD, Binkley-Power, went on to discuss grants and other initiatives her department participates in. She also informed the Committee about customer-owned solar and noted that residential customer-owned solar has slowed down due to the fact that there is no longer a 30% tax credit for customers.

Commissioner Schrader confirmed the 30% federal tax credit for residential owned solar customers in 2025 was no longer available.

MEPD, Binkley-Power affirmed the 30% federal tax credit was removed with the creation of the One Big Beautiful Bill Act.

MEPD, Binkley-Power shared on the Electric Vehicle rebate program offered to commercial and residential customers.

Commissioner Harkins questioned if the changes at the federal level were affecting the Electric Vehicle programs?

MEPD, Binkley-Power responded there had not been a big impact on electric vehicles, as electric vehicle prices have come down.

MEPD, Binkley-Power went on to discuss BWL's demand response program where residential electric customers help BWL manage energy consumption during times of high demand or grid stress.

**2026 Integrated Resource Plan Update**

Jennifer Binkley-Power, Manager of Energy Planning and Decarbonization (MEPD), provided an update on the 2026 Integrated Resource Plan (IRP). An IRP is twenty-year plan to meet all customer energy demands at the lowest cost while ensuring affordability, reliability, and sustainability and that is not an operations plan, but a roadmap. MEPD, Binkley-Power stated the reason for an IRP is to assist with long-term planning but that it is also stated in BWL Policy A1-09 that it is the best practice to perform one every 5 years. The new legislation updates the renewable energy targets and creates a Clean Energy Standard. Binkley-Power, MEPD, stated the BWL must be 50% renewable by 2030 and 60% by 2035 with a 100% clean energy standard by 2040. MEPD, Binkley-Power went on to discuss what qualified as clean energy which, consists of

nuclear, gas with carbon capture sequence, solar, wind, hydropower, geothermal, landfill gas, and energy storage.

Commissioner Mullen asked for an update on carbon capture and its feasibility by 2040?

MEPD, Binkley-Power responded that carbon capture is not feasible on a large scale and that the technology is not reliable at this time.

GM Peffley also responded that he believes they will transition to small nuclear reactors or fusions. He stated there are other technologies, such as batteries, that are advancing quicker.

MEPD, Binkley-Power then provided a visual of where the BWL needs to be to hit Clean and Renewable Energy Compliance targets and discussed the process of completing the IRP starting with community engagement through open houses, online surveys, and key stakeholder meetings. Next steps were to gather data and put it into the Ascend Analytics Power Simm model.

MEPD, Binkley-Power provided five different scenarios for the 2026 IRP along with a summary of the results. She then provided a 20-year outlook graph for each scenario and sensitivity and what would be needed to achieve each of those scenarios and sensitivities. She stated that scenario 1.1 is the recommended course of action that allows the BWL to continue to meet the growing customer demand for energy at the lowest cost while complying with all state and federal laws. MEPD, Binkley-Power, stated the BWL will start a 3-5 year cycle for completing IRP's to account for changing technology and polices. She also stated the department plans to study and monitor the evolution of qualifying technologies like nuclear, carbon capture, and battery. Binkley-Power stated that scenario 1.1 recommends adding 280 MW of wind resources before 2035. She also stated the BWL should evaluate Renewable Energy Credit (REC) purchases. Lastly, she stated the BWL should continue with local solar array planning, design, and development. Binkley-Power stated the full IRP will be published later this week on their website.

Commissioner Leek asked if there was any update on battery storage achievements?

GM Peffley responded that a few options were being explored such as a grant to place batteries at DEP but were put on hold due to tariffs. GM Peffley stated BWL and LG are in early talks on partnering to test their batteries at a BWL site. He also stated that the BWL continues to monitor this technology.

Commissioner Leek asked how long a battery will store energy before it needs to be returned to the grid?

GM Peffley responded a battery can hold storage, but they discharge over 4 hours max. He stated that the energy planning department is regularly looking into updates. He then requested Kellee Christensen, Director of Strategic Planning and Development (DSPD) provide more details.

DSPD, Christensen stated the department adamantly studies battery technology. She stated they have discovered batteries that hold up to 10 hours of storage that are just coming online. She reiterated that the entire department is constantly reviewing new technology and keeping an eye out on any updates. She also stated that is an example as to why they may need to do another IRP sooner than later.

GM Peffley added he thinks it is important that DSPD Christensen's department provide a detailed plan on how to keep the BWL compliant and that wind is the key.

Commissioner Harkins shared the level of detail and sensitivity work is tremendous and he is very impressed. He praised MEPD Binkley-Power for the presentation and noted that he appreciated that she mentioned this is a road map not an operation's plan.

DSPD, Christensen thanked Commissioner Harkins for his praise and reminded the Committee that the full IRP will be available on their website later this week.

Commissioner Schrader expressed his appreciation for the department and the work they are doing. He stated he looked forward to the bright future ahead.

Commissioner Zerkle also thanked MEPD Binkley-Power and noted that her department is very much in the eye of the public right now. She also stated she asked GM Peffley to include a note to the City Council that environmental issues are an important consideration and priority for the Board of Commissioners.

**Environmental Compliance Overview**

Lori Myott, Manager of Environmental and Reliability Compliance Department (ME), presented an Environmental Compliance Overview. She stated the compliance department consists of 17 staff members dedicated to various regulatory functions. ME, Myott stated the team includes engineers for reliability compliance, chemists in the laboratory for drinking water and other analyses, technicians for field work and emergency response, and environmental compliance staff focused on regulations regarding air, wastewater, waste, drinking water, land, and dam safety.

ME, Myott provided an overview on compliance versus compliance culture. She stated a strong compliance culture is shared across the entire organization. ME, Myott stated that a strong compliance culture is important to mitigate risk, improve operation efficiency, reputation, and employee engagement. ME, Myott provided high level citation of all the environmental regulations. She stated that environmental regulations are necessary to protect natural resources and public health. ME, Myott stated that our operations are regulated by state, federal and local regulations. She also stated that some regulations require permits for facilities. ME, Myott also provided a list of some of the required formal plans that are developed to meet requirements.

ME, Myott presented an example of a significate project plan for Erickson coal combustion residual impoundments. She walked the committee through the roadmap stating that the BWL completely removed the impoundments in June 2024 to eliminate further groundwater risks at the source. Currently there are 42 monitoring wells providing data used to provide data on groundwater conditions and the team is currently evaluating potential remedies for ensuring groundwater meets regulatory standards. ME, Myott then provided a list of some upcoming regulatory changes.

GM Peffley discussed the difficulty of managing regulations and operations plans when federal regulations change due to shifts in political climate.

ME, Myott stated that having strong regulatory expertise in-house helps the company navigate these changes.

Commissioner Schrader commended ME, Myott on the presentation.

**NERC Compliance Update**

Caitlin Chavez, Supervisor of Reliability Compliance (SRC), presented a Reliability Compliance update. She stated that mandatory reliability standards were established following the 2003 blackout and the Energy Policy Act of 2005. FERC selected The North American Electric Reliability Corporation (NERC) to develop, oversee, and enforce comprehensive reliability standards. Non-compliance with these standards can result in penalties of up to one million dollars per day per violation. She stated that standards are divided into operations and planning functions, and critical infrastructure protection (CIP) for cyber and physical security.

SRC, Chavez provided a NERC functional model for review that included compliance functions, reliability service functions, and planning and operating functions. She stated that as of today the BWL is registered for all blue functions presented because it owns transmission, distribution, and generation assets. She stated that a recent NERC change created a category 2 generator owner and operator status for entities with facilities with large-scale limits. BWL currently has no generation that falls under the new Category 2 requirements.

SRC, Chavez explained how BWL's compliance scope grew significantly from 27 standards in 2008 to over 52 operations and planning standards and 13 CIP standards today. She stated the number of individual requirements has increased from 57 in 2008 to approximately 220 for operations and 46 for CIP today. NERC periodically rewrites standards, such as consolidating eight transmission operations standards into four in 2017.

SRC, Chavez stated that in 2024 an operations and planning audit resulted in zero findings for BWL's transmission operations registration. Last summer, a CIP audit resulted in five findings, primarily related to documentation and control-based checklists. She stated they anticipate

another operations and planning audit in the fall/winter of 2027 and another CIP audit in fall/winter 2029.

SRC, Chavez, presented some upcoming NERC projects. She stated new standards for inverter-based resources like wind, solar, and battery storage are becoming effective this October. She also stated NERC is developing a new registration category for computational loads to manage the rapid growth of data centers. A new CIP standard regarding internal network security monitoring will become effective in October of 2028. This new standard required continuous tracking and logging of all electronic communications within protected perimeters.

Commissioner James commented that the Environmental Department was doing a great job.

Commissioner Harkins asked about the BWL's relationship with NERC?

SRC, Chavez responded by providing a detailed overview of the NERC Standards Development Process.

Commissioner Schrader commented on the numerous compliance and regulations BWL must follow and thanked SRC Chavez for her presentation.

Commissioner James requested to discuss the upcoming Finance Committee meeting on Tuesday, September 15, 2026. She stated September 15th was not a standard committee meeting day, and stated her employer has her traveling on non-standard days. Commissioner James stated that if meetings were to continue to be scheduled on non-standard days, that she may not be able to attend, and asked if this would be reoccurring?

Commissioner Mullen responded the reason for the Finance Committee Meeting being held on September 15th was due to the amount of time required to conduct the HR, COW and Finance Committee Meetings on the same night. He stated this will not be a regular occurrence.

Commissioner James requested an excused absence from the Finance Committee Meeting on Tuesday September 15, 2026 as she will be unable to attend due to work travel.

**Other**

No other business.

**Adjourn**

Chairperson Sandra Zerkle adjourned the meeting at 7:07 p.m.

Respectfully Submitted,

Sandra Zerkle, Chairperson
Committee of the Whole

# RETIREMENT PLAN COMMITTEE (RPC)

Investment Activity Updates for Committee of the Whole: 11/10/2026

# Investment Activity Update

- Defined Benefit Plan (DB) & Voluntary Employee Benefit Administration Plan (VEBA)
    - No significant updates to report.

# Investment Activity Update

- Defined Contribution 401(a) & Deferred Compensation 457(b) Plans
  - Successfully implemented and launched the replacement investment options.
    - As of October 9, 2026, the new funds became available and the transfer of account balances from the prior funds was complete.

# RETIREMENT PLAN COMMITTEE (RPC)

Administrative Activity Updates for Committee of the Whole: 11/10/2026

# Administrative Activity Update

- Defined Benefit Plan (DB) & Voluntary Employee Benefit Administration Plan (VEBA)
    - No significant updates to report.

# Administrative Activity Update

- Defined Contribution and Deferred Compensation Plans
  - Nationwide Contract
    - The new contract was fully executed on October 2, 2026.
    - The new 5-year agreement becomes effective beginning January 2027.
    - Participant fees will reduce from $20 to $15 per participant per account per year.

# Administrative Activity Update

- RPC Updates
  - Membership Resolution and Charter Update
    - Due to pending organizational changes, the RPC reviewed and voted to formally propose a membership resolution and charter update to the Board.
    - Primary updates include replacing the Executive Director of Human Resources and the Manager of Accounting, Finance, and Planning with the appointment of an employee from the Human Resources department and the Finance department respectively, selected by the General Manager.

# Glossary

- **DB** Defined Benefit Plan - The plan is a noncontributory single-employer defined benefit pension plan for employees of the BWL. The Defined Benefit Plan, by resolution of the Board of Commissioners, was closed to employees hired subsequent to December 31, 1996, and a defined contribution plan was established for employees hired after December 31, 1996. Effective December 1, 1997,all active participants in this plan were required to make an irrevocable choice to either remain in this plan (defined benefit) or move to the newly established defined contribution plan. Those participants who elected to move to the defined contribution plan received lump-sum distributions from this plan that were rolled into their accounts in the newly established defined contribution plan. Of the 760 employees who were required to make this election, 602 elected to convert their retirement benefits to the newly established defined contribution plan.

- **VEBA** Voluntary Employee Benefit Administration - The Post-Retirement Benefit Plan is a single-employer defined benefit healthcare plan. The Plan provides medical, dental, and life insurance benefits. Substantially all of the BWL's employees may become eligible for healthcare benefits and life insurance benefits if they reach normal retirement age while working for the BWL.

- **DC 401(a)** Defined Contribution Plan - The Defined Contribution Plan covers substantially all full-time employees hired after December 31, 1996. In addition, 602 employees hired before January 1, 1997 elected to convert their retirement benefits from the Defined Benefit Plan effective December 1, 1997. The Defined Contribution Plan operates as a money purchase pension plan and meets the requirements of Sections 401(a) and 501(a) of the IRC of 1986, as amended from time to time. For employees hired before January 1, 1997, the BWL is required to contribute 15.0% of the employees' compensation. For employees hired after January 1, 1997, the BWL is required to contribute 9.5% of the employees' compensation. In addition, the BWL is required to contribute 3.0% of the employees' compensation for all employees who are not eligible to receive overtime pay and 0.5% of the employees' compensation for all nonbargaining employees. No participant contributions are required.

- **DC 457(b)** Deferred Compensation Plan - The Deferred Compensation Plan covers substantially all full-time employees. The BWL contributes $1,000 on behalf of each participant as of the first pay period of each year. Additionally, the BWL will provide a 100% match for each participant's contributions annually, up to $1,500.

- **ASA** Administrative Services Agreement – The administrative services agreement is an agreement between the BWL and the VEBA trust regarding the payment of VEBA plan benefits. The agreement calls for the BWL to handle the processing of benefit payments and allows for the reimbursement for payment from the VEBA trust if certain conditions are satisfied. These conditions include both funding status and investment performance measures.

# LANSING BOARD OF WATER AND LIGHT
# RETIREMENT PLAN COMMITTEE
# CHARTER

## A. PURPOSE

The Lansing Board of Water and Light Board of Commissioners (the "Board") established the Retirement Plan Committee (the "RPC")[1] and delegated authority to it to perform certain functions with regard to certain retirement plans maintained by the Lansing Board of Water and Light ("BWL"). This Retirement Plan Committee Charter ("Charter") outlines the scope of such authority, establishes guidelines for operation of the RPC and summarizes the responsibilities of the RPC. The Board intends for this Charter to provide clarity, help mitigate fiduciary liability for RPC members and strengthen accountability and governance.

## B. COVERED PLANS

The BWL retirement plans covered by this Charter (collectively, the "Covered Plans") shall include the following:

**1.** Lansing Board of Water and Light Defined Contribution Plan and Trust 1 ("DC Plan 1");

**2.** Lansing Board of Water and Light Defined Contribution Plan and Trust 2 ("DC Plan 2");

**3.** Lansing Board of Water and Light 457 Deferred Compensation Plan and Trust ("457 Plan");

**4.** Lansing Board of Water and Light Defined Benefit Plan and Trust for Employees' Pensions ("DB Plan"); and

**5.** Post-Retirement Benefit Plan and Trust for Eligible Employees of Lansing Board of Water and Light ("VEBA").

## C. RPC AUTHORITY

The RPC holds all the powers and authority with regard to the Covered Plans that are delegated to it by the Board, the BWL General Manager, and Trustees of the Covered Plans, as applicable, including the powers and authority delegated in this Charter. The RPC may exercise such power and authority except as otherwise limited by this Charter, the BWL's governing documents, the Michigan Public Employee Retirement System Act (Public Act 314 of 1965), as amended, and other applicable laws of the State of Michigan. It is expressly noted that the Covered Plans are governmental plans that are not subject to the Employee Retirement Income Security Act of 1974, as amended from time to time ("ERISA"). However, the BWL intends for the RPC to follow ERISA as a best practice, when appropriate.

[1] Resolution 2016-09-03.

The Board delegates and/or has delegated to the RPC, directly or indirectly, certain responsibilities with regard to the Covered Plans. Such responsibilities include (1) performing all functions that are described in the section below that is titled "Responsibilities relating to Specific Plans," and (2) making all decisions and taking all actions that it deems necessary in the course of performing said functions. The Board does not delegate and has not delegated to the RPC the authority or responsibilities described in the section below that is titled "Responsibilities reserved by the Board."

## D. RPC STRUCTURE

**1. Membership.** The RPC shall be comprised of the following seven (7) individuals[2]:

i. The BWL Chief Financial Officer;
ii. An employee of the Human Resources department selected by the General Manager;
iii. An employee of the Finance department selected by the General Manager;
iv. A voting member of the Board of Commissioners;
v. A second voting member of the Board of Commissioners;
vi. A BWL retiree chosen by the retirees according to a selection process determined by the retirees; and
vii. An IBEW Local Union 352 bargaining employee chosen by the IBEW Local Union 352 according to a selection process determined by the IBEW Local Union 352.

**2. Voting.** All RPC members noted above except for the second voting member of the Board shall be voting members of the RPC. Notwithstanding the foregoing, such second voting member of the Board may vote where the first voting Board member is absent or if a tie-breaker vote is necessary.

**3. Appointment, Resignation and Removal**. Each RPC member must be officially appointed by the Board and sign an acceptance of appointment and a Code of Conduct and Ethics statement prior to serving on the RPC. Each RPC member shall serve until his or her resignation or removal from the RPC. An RPC member may resign by providing 30 days' advance written notice of such resignation to the Chair of the RPC. An RPC member may be removed by the Board upon 30 days' advance written notice. Any vacancy in RPC membership must be filled as soon as practicable.

**4. No Additional Compensation.** RPC members shall not receive compensation for services performed on behalf of the RPC, other than the compensation that is earned in their official capacity, if employed by the BWL.

[2] Resolution 2023-05-08; Resolution 2025-03-02; Resolution 2026-11-XX.

**5. Meetings**.

i. The RPC members shall schedule and attend all regular meetings, which shall occur at least four times during each calendar year. The Chair of the RPC may call additional special meetings of the RPC, as necessary, to examine and consider such other matters related to RPC responsibilities.
ii. Meetings may be held in person, by video, and/or telephone conference call.
iii. The Chair of the RPC shall conduct all meetings, and the RPC members may establish other rules for the conduct of meetings.
iv. The presence of a majority of RPC members shall constitute a quorum at each RPC meeting and will be sufficient to conduct the business of the RPC. Actions of the RPC shall be authorized by a vote of a majority of the RPC members present at a meeting at which a quorum is present.
v. Any action which may be taken at an RPC meeting may be taken without such meeting if consent in writing, setting forth the action so taken, is signed by all of the then serving voting members of the RPC. Such consent and signatures may be provided by electronic means, including email and electronic signature.
vi. Individuals who are not RPC members may be called upon to attend and/or present information at RPC meetings, including Human Resources staff, independent external consultants, vendors and legal counsel.
vii. The agenda for each RPC meeting shall be determined by the Chair of the RPC in consultation with other members of the RPC, as appropriate. The agenda shall be circulated, along with any supplemental materials, in advance of each meeting to all RPC members.
viii. Minutes of each RPC meeting will be taken by the individual assigned by the BWL Finance department. Meeting minutes shall be circulated to all RPC members for review prior to the next meeting. At the beginning of each meeting, the proposed Minutes of the most recent meeting will be considered for approval.

**6. Meeting Topics**. Items to be discussed at RPC meetings should include the topics listed below, as appropriate, at least once per year. Some topics may be included as standing items on the RPC meeting agenda.

i. Presentation and discussion of service provider reports
ii. Review of expenses paid by the Covered Plans
iii. Consideration of updates/amendment to the Covered Plans
iv. Review of compliance concerns
v. Monitoring and discussion of investment performance
vi. Monitoring and discussion of service providers

vii. Review of participant communication process
viii. Attention to reporting requirements (to Board and others)

**7. Expectations of Individual RPC Members**. Prior to beginning service on the RPC, each potential RPC member must review and agree to the Code of Conduct and Ethics statement, included as Appendix A. Thereafter, each RPC member must participate in RPC business in a manner consistent with his or her fiduciary duties. Expectations for RPC members include the items listed below, among others.

i. Familiarize oneself with the provisions of the Covered Plans and the identities of their service providers.
ii. Attend RPC meetings.
iii. Engage with RPC business during each meeting by reviewing meeting materials in advance, asking questions and voting in an informed manner.
iv. Abide by relevant fiduciary duties as a best practice, including the following:
    1. acting solely in the interests of participants and beneficiaries of the Covered Plans with the exclusive purpose of providing benefits and defraying reasonable expenses;
    2. acting with the same care, skill, prudence, and diligence under the circumstances that a prudent person acting in a similar capacity and familiar with those matters would use in the conduct of a similar enterprise with similar aims;
    3. following the terms of the Covered Plan documents (unless inconsistent with applicable law);
    4. considering facts and circumstances when making investment decisions, such as the diversification of investments held by the Covered Plans, liquidity and current returns of investments relative to cash flow requirements and projected returns of investments relative to funding objectives;
    5. complying with all applicable reporting and disclosure requirements;
    6. refraining from any activity that would violate the Code of Conduct and Ethics; and
    7. paying only reasonable plan expenses.
v. Attend ongoing training and educational events required or recommended by the RPC Continuing Education Policy, included as Appendix B.

**8. Expectations for Specific RPC Members.**

i. **Chair.** The BWL CFO shall act as Chair of the RPC and be the authorized signatory of all agreements and documents signed on behalf of the RPC, except as otherwise approved by the RPC.

ii. **Point of Contact with Board.** The Chair of the RPC shall be the RPC's point of contact with the Board.

iii. **Day-to-Day Activities.** The BWL CFO or Director of Finance shall have authority to conduct all day-to-day investment activities within the scope of the RPC's authority.

**9. Indemnification.** The BWL indemnifies and holds harmless each member of the RPC from and against all liability of any kind, including, without limitation, court costs, attorneys' fees and other expenses that arise from any legal or administrative proceeding of any kind that is brought by any person, entity or government agency in connection with the RPC's discharge of its duties relating to the Covered Plans; provided, however, that indemnification shall not apply with regard to any proceeding in which an RPC member is found to have been grossly negligent or to have violated a law or committed a crime.

## E. RPC RESPONSIBILITIES

### 1. General Responsibilities.

i. **Administrative.** The RPC is generally tasked with completing the following administrative activities on behalf of a Covered Plan if so indicated in the section below entitled "Responsibilities relating to Specific Plans": appointing and removing the plan administrators; facilitating administration of the plans and communications to participants and plan administrators; developing and applying written procedures pursuant to which it administers the plans; and taking all actions necessary to carry out the terms of the plans (collectively, "Administrative Responsibilities"). Current materials relating to the RPC's Administrative Responsibility are listed and included in Appendix C.

ii. **Investment.** The RPC may be tasked with completing the following investment-related activities on behalf of a Covered Plan if so indicated in the section below entitled "Responsibilities relating to Specific Plans": overseeing investment of plan assets; selecting, monitoring and evaluating investment options; reviewing, on at least an annual basis, the acceptability of the universe of investment options offered to participants; working with the plan investment advisor to ensure investment options remain compliant with the criteria used to initially select them for inclusion in the plan, the Investment Policy Statement and other criteria as appropriate; and other responsibilities assigned to the RPC in an Investment Policy Statement (collectively, "Investment Responsibilities"). Current materials relating to the RPC's Investment Responsibility are listed and included in Appendix D.

iii. **Amendment.** The RPC may be tasked with completing the following amendment-related activities on behalf of a Covered Plan if so indicated in the section below entitled "Responsibilities relating to Specific Plans": altering plan design to address changes in business needs and industry

practice and modifying the plans for compliance purposes due to changes in the law (collectively, "Amendment Responsibilities"). Current documents for the Covered Plans are listed and included in Appendix E.

iv. **Service Providers.** The RPC may be tasked with the engagement, monitoring and evaluating of consultants and other service providers that it determines to be necessary or helpful in its performance of responsibilities (the "Service Provider Responsibilities"). Current service providers for the Covered Plans are listed in Appendix F.

v. **Reporting.** The RPC may be tasked with the following reporting-related activities with regard to the Covered Plans: submit quarterly custodian fund account statements for the Covered Plans to the Board on a quarterly basis; provide bi-monthly reports to the BWL finance committee regarding the significant administrative and investment activities of the Covered Plan; provide quarterly pension reports to the Board that include asset balance and investment performance information; and provide a comprehensive annual report to the Board that includes audit reports, actuarial reports, investment performance reports, a dashboard summary and a narrative summary of the Covered Plan's significant activities for the year (collectively, the "Reporting Responsibilities").

**2. Responsibilities relating to Specific Plans.**

i. **DC Plan 1.** The RPC has been delegated the following responsibilities with regard to DC Plan 1: Administrative Responsibilities, Investment Responsibilities, Amendment Responsibilities, Service Provider Responsibilities and Reporting Responsibilities.[3]

ii. **DC Plan 2.** The RPC has been delegated the following responsibilities with regard to DC Plan 2: Administrative Responsibilities, Investment Responsibilities, Service Provider Responsibilities and Reporting Responsibilities. The RPC does not have Amendment Responsibilities or authority concerning DC Plan 2.[4]

iii. **457 Plan.** The RPC has been delegated the following responsibilities with regard to the 457 Plan: Administrative Responsibilities, Investment Responsibilities, Amendment Responsibilities, Service Provider Responsibilities and Reporting Responsibilities.[5]

iv. **DB Plan.** The RPC has been delegated the following responsibilities with regard to the DB Plan: Administrative Responsibilities, Investment

[3] See Resolution 2018-11-03; Resolution 2018-11-08; Resolution 2019-11-01; Memorandum to RPC from Richard R. Peffley dated 11/26/2019; Resolution 2020-05-04; Memorandum to RPC from Richard R. Peffley dated 09/21/2020; Resolution 2023-05-08; and Resolution 2025-03-02.

[4] See Resolution 2018-11-04; Resolution 2018-11-09; Resolution 2019-11-01; Memorandum to RPC from Richard R. Peffley dated 11/26/2019; Resolution 2020-05-03; Resolution 2023-05-08; and Resolution 2025-03-02.

[5] See Resolution 2018-11-05; Resolution 2018-11-11; Resolution 2019-11-01; Memorandum to RPC from Richard R. Peffley dated 11/26/2019; Resolution 2020-05-04; Memorandum to RPC from Richard R. Peffley dated 09/21/2020; Resolution 2023-05-08; and Resolution 2025-03-02.

Responsibilities, Amendment Responsibilities, Service Provider Responsibilities and Reporting Responsibilities.[6]

v. **VEBA.** The RPC has been delegated the following responsibilities with regard to VEBA: Administrative Responsibilities, Investment Responsibilities, Amendment Responsibilities, Service Provider Responsibilities and Reporting Responsibilities.[7]

**3. Responsibilities reserved by the Board.** The Board has reserved all rights and responsibilities related to freezing, funding and terminating any of the Covered Plans. Additionally, the Board has reserved all Amendment Responsibilities related to DC Plan 2.

**F. Further Delegation and Assignment by RPC.**

**1. Delegation of Fiduciary Responsibilities.** The RPC is a fiduciary of the Covered Plans because it engages in the following types of fiduciary responsibilities (that have been delegated to it): (i) exercising discretionary authority and control with regard to the management of such plans, (ii) exercising authority and control with regard to the management or disposition of plan assets; and (iii) possessing discretionary authority and responsibility with regard to the administration of such plans. Except as provided below, the RPC is authorized and permitted to further delegate fiduciary responsibilities to other individuals or entities, provided that it maintains oversight of such responsibilities and tasks.

**2. Assignment of Non-Fiduciary Responsibilities.** The RPC is authorized and permitted to assign non-fiduciary responsibilities and tasks to other individuals, entities, teams and/or departments at the BWL, provided that it maintains oversight of such responsibilities and tasks. The distinction between fiduciary and non-fiduciary tasks generally relates to the ability to use discretion when completing the activity. Fiduciary tasks involve the exercise of discretion, and non-fiduciary tasks follow specific instructions, rules, guidelines or procedures. Examples of non-fiduciary activities include the following:

i. Applying rules to determine eligibility for participation or benefits
ii. Calculating service and compensation credits for benefits
iii. Preparing employee communications material
iv. Maintaining participants' service and employment records
v. Preparing reports required by government agencies
vi. Calculating benefits
vii. Providing orientation to new participants and advising participants of their rights and options under the plan
viii. Collecting contributions and applying contributions as provided in the plan

[6] See Resolution 2016-09-03; Resolution 2019-11-01; Memorandum to RPC from Richard R. Peffley dated 11/26/2019; Resolution 2020-05-04; Memorandum to RPC from Richard R. Peffley dated 09/21/2020; Resolution 2020-05-05; Resolution 2020-05-11; Resolution 2023-05-08; and Resolution 2025-03-XX.

[7] See Resolution 2016-09-03; Resolution 2019-11-01; Memorandum to RPC from Richard R. Peffley dated 11/26/2019; Resolution 2020-05-04; Memorandum to RPC from Richard R. Peffley dated 09/21/2020; Resolution 2020-05-06; Resolution 2020-05-10; Resolution 2023-05-08; and Resolution 2025-03-XX.

ix. Preparing reports concerning participants' benefits
x. Processing claims
xi. Making recommendations to others for decisions with respect to plan administration

This Charter has been approved by the Board effective as of November 29, 2026 by Resolution #2026-11-XX.

Lansing Board of Water and Light

By: _____

Its: Chairperson of the Board

## APPENDIX A

## Code of Conduct and Ethics Statement

I have reviewed a copy of the Code of Conduct and Ethics approved by the Board of Commissioners (Resolution #2024-07-05) and agree to its terms when serving as a member of the RPC.

Dated: _____ _____

RPC Member

## APPENDIX B

## Retirement Plan Committee

## Continuing Education Policy

This Continuing Education Policy is intended to satisfy the requirements of the Michigan Public Employee Retirement System Act (Public Act 314 of 1965), as amended. When appointed to the RPC, RPC members agree to perform significant activities on behalf of the Covered Plans. As a result, they must be knowledgeable of and understand their obligations with respect to applicable state and federal laws, rules, regulations, expectations and other matters relating to their duties. Below is a list of topics for which the RPC should seek out educational opportunities for its members. An RPC member is expected to participate in educational opportunities each year, which may include educational updates provided during regular RPC meetings.

1. Design and features of Covered Plans
2. Applicable laws and regulations
3. Delegations of authority and responsibility
4. Governance and proper process
5. Investment selection and retention
6. Administrative responsibilities
7. Fiduciary duties and liability
8. Litigation trends

RPC members may receive reasonable reimbursement for all actual and necessary travel and registration expenses incurred to attend RPC educational opportunities in accordance with BWL's Travel & Expense policy.

## APPENDIX C

## RPC Administrative Documents

- VEBA: Administrative Procedures Related to Premium Sharing for Health Benefits, Prescription Drug Benefits, and Life Insurance (December 2020, updated January 2023 and July 2024), as amended.

- VEBA: Administrative Procedures Related to Cash-in-Lieu and Medicare Part B Reimbursement Benefits (January 2023, updated January 2024 and July 2024), as amended.

## APPENDIX D

## RPC Investment Documents

- DC Plan 1: Investment Policy Statement – Lansing Board of Water and Light Defined Contribution Plan and Trust 1 (May 2021), as amended.

- DC Plan 2: Investment Policy Statement – Lansing Board of Water and Light Defined Contribution Plan and Trust 2 (May 2021), as amended.

- 457 Plan: Investment Policy Statement – Lansing Board of Water and Light 457 Deferred Compensation Plan and Trust (May 2021), as amended.

- DB Plan: Lansing Board of Water and Light Defined Benefit Plan and Trust for Employees' Pensions- Statement of Investment Policies, Procedures and Objectives (March 2026), as amended.

- VEBA: Post-Retirement Benefit Plan and Trust for Eligible Employees of Lansing Board of Water and Light - Statement of Investment Policies, Procedures and Objectives (July 2026), as amended.

## APPENDIX E

## Plan Documents for Covered Plans

- DC Plan 1: Lansing Board of Water and Light Defined Contribution Plan and Trust 1
    - Adoption Agreement
    - Plan Document
    - Trust Agreement
    - Summary Plan Description

- DC Plan 2: Lansing Board of Water and Light Defined Contribution Plan and Trust 2
    - Adoption Agreement
    - Plan Document
    - Trust Agreement
    - Summary Plan Description

- 457 Plan: Lansing Board of Water and Light 457 Deferred Compensation Plan and Trust
    - Adoption Agreement
    - Plan Document
    - Trust Agreement

- DB Plan: Lansing Board of Water and Light Defined Benefit Plan and Trust for Employees' Pensions
    - Plan Document
    - Trust Agreement
    - Summary Plan Description

- VEBA: Post-Retirement Benefit Plan and Trust for Eligible Employees of Lansing Board of Water and Light
    - Plan Document
    - Trust Agreement
    - Summary Plan Description

## APPENDIX F

### Service Providers for Covered Plans

- DC Plan 1: Lansing Board of Water and Light Defined Contribution Plan and Trust 1
    - Third Party Administrator - Nationwide Financial Services
    - Custodian – Nationwide Trust Company
    - Advisor – CapTrust
    - Auditor – Baker Tilly US, LLP

- DC Plan 2: Lansing Board of Water and Light Defined Contribution Plan and Trust 2
    - Third Party Administrator - Nationwide Financial Services
    - Custodian – Nationwide Trust Company
    - Advisor - CapTrust

- 457 Plan: Lansing Board of Water and Light 457 Deferred Compensation Plan and Trust
    - Third Party Administrator - Nationwide Financial Services
    - Custodian – Nationwide Trust Company
    - Advisor - CapTrust

- DB Plan: Lansing Board of Water and Light Defined Benefit Plan and Trust for Employees' Pensions
    - Custodian – Northern Trust Company
    - Advisor – Asset Consulting Group, LLC
    - Actuary - Benassist Retirement Consulting, LLC
    - Auditor – Baker Tilly US, LLP
    - Investment Managers:
        - Northern Trust Investments, Inc.
        - AEW Core Property Trust, Inc.
        - Marathon Asset Management Limited
        - Atlanta Capital
        - Harding Loevner
        - Sage Advisory

- VEBA: Post-Retirement Benefit Plan and Trust for Eligible Employees of Lansing Board of Water and Light
    - Custodian – Northern Trust Company
    - Advisor – Asset Consulting Group, LLC
    - Actuary - Benassist Retirement Consulting, LLC
    - Auditor – Baker Tilly US, LLP
    - Investment Managers:
        - Northern Trust Investments, Inc.
        - JP Morgan Investment Management, Inc.
        - FIAM Institutional Funds Manager, Inc.
        - AEW Core Property Trust, Inc.
        - Blackstone Property Partners L.P.

- Marathon Asset Management Limited
- Atlanta Capital
- Neumeier Poma
- Harding Loevner
- BlackRock

**RESOLUTION 2026-11-XX**

**Retirement Plan Committee Appointment Change and Revised Charter Approval**

WHEREAS, the Lansing Board of Water & Light (the "BWL" or "Sponsor") sponsors the (a) Lansing Board of Water and Light Defined Benefit Plan and Trust for Employees' Pensions; (b) Post-Retirement Benefit Plan and Trust for Eligible Employees of Lansing Board of Water and Light; (c) Lansing Board of Water and Light Defined Contribution Plan and Trust 1; (d) Lansing Board of Water and Light Defined Contribution Plan and Trust 2; and (e) Lansing Board of Water and Light 457 Deferred Compensation Plan and Trust (collectively the "Plans"); and

WHEREAS, the Sponsor created a formal committee effective September 27, 2016, the name of which is the "Retirement Plan Committee" (the "Committee"), to which the Sponsor delegated discretionary authority and responsibility for the discharge of certain duties, and the Sponsor appointed the following individuals to serve on the Retirement Plan Committee: Chief Financial Officer, Executive Director of Human Resources, and the Manager of Finance. Each Retirement Plan Committee member is appointed to serve on the Committee until his or her resignation or removal from the Committee; and

WHEREAS, the Sponsor appointed the Director of Accounting, Finance, and Planning to replace the Manager of Finance on the Committee effective May 24, 2022; and

WHEREAS, the Sponsor also appointed: one voting member of the Board of Commissioners ("Board") who shall also serve as a voting member of the Committee; one voting member of the Board who shall not serve as a voting member of the Committee except at Committee meetings at which the BWL Board of Commissioners' voting member of the Committee is not present, or to break a tie vote; one BWL retiree to be chosen by the retirees according to a selection process determined by the retirees who shall serve as a voting member of the Committee; and one IBEW Local Union 352 bargaining employee to be chosen by the IBEW Local Union 352 according to a selection process determined by the IBEW Local 352 who shall serve as a voting member of the Committee effective May 23, 2023; and

WHEREAS, the Sponsor replaced the appointment of the Director of Accounting, Finance, and Planning on the Committee with the appointment of the Manager of Accounting, Finance, and Planning effective March 25, 2025; and

WHEREAS, due to organizational changes that have occurred and may occur from time to time, the Sponsor has decided to replace the appointment of the Executive Director of Human Resources, and the Manager of Accounting, Finance, and Planning with the appointment of an employee of the Human Resources department selected by the General Manager and an employee of the Finance department selected by the General Manager to serve as voting members on the Committee effective November 29, 2026; and

WHEREAS, the Sponsor approved a revised Retirement Plan Committee Charter on March 25, 2025; and

WHEREAS, the Committee has revised its Charter to reflect the changes described in this Resolution, and recommends it for approval by the Sponsor and to be effective November 29, 2026.

THEREFORE, it is:

RESOLVED, that the Sponsor replaces the appointment of the Executive Director of Human Resources and the Manager of Accounting, Finance, and Planning with the appointment of an employee of the Human Resources department selected by the General Manager and an employee of the Finance department selected by the General Manager to serve as voting members on the Committee effective November 29, 2026.

FURTHER RESOLVED, that the Sponsor approves the revised Retirement Plan Committee Charter to be effective November 29, 2026.

**Motion** by Commissioner _____, **Seconded** by Commissioner _____ to approve the Resolution for Retirement Plan Committee Appointment Change and Revised Charter Approval at a Board meeting held on November 17, 2026.
**Action:**

# IT Update

Committee of the Whole Update

November 10, 2026



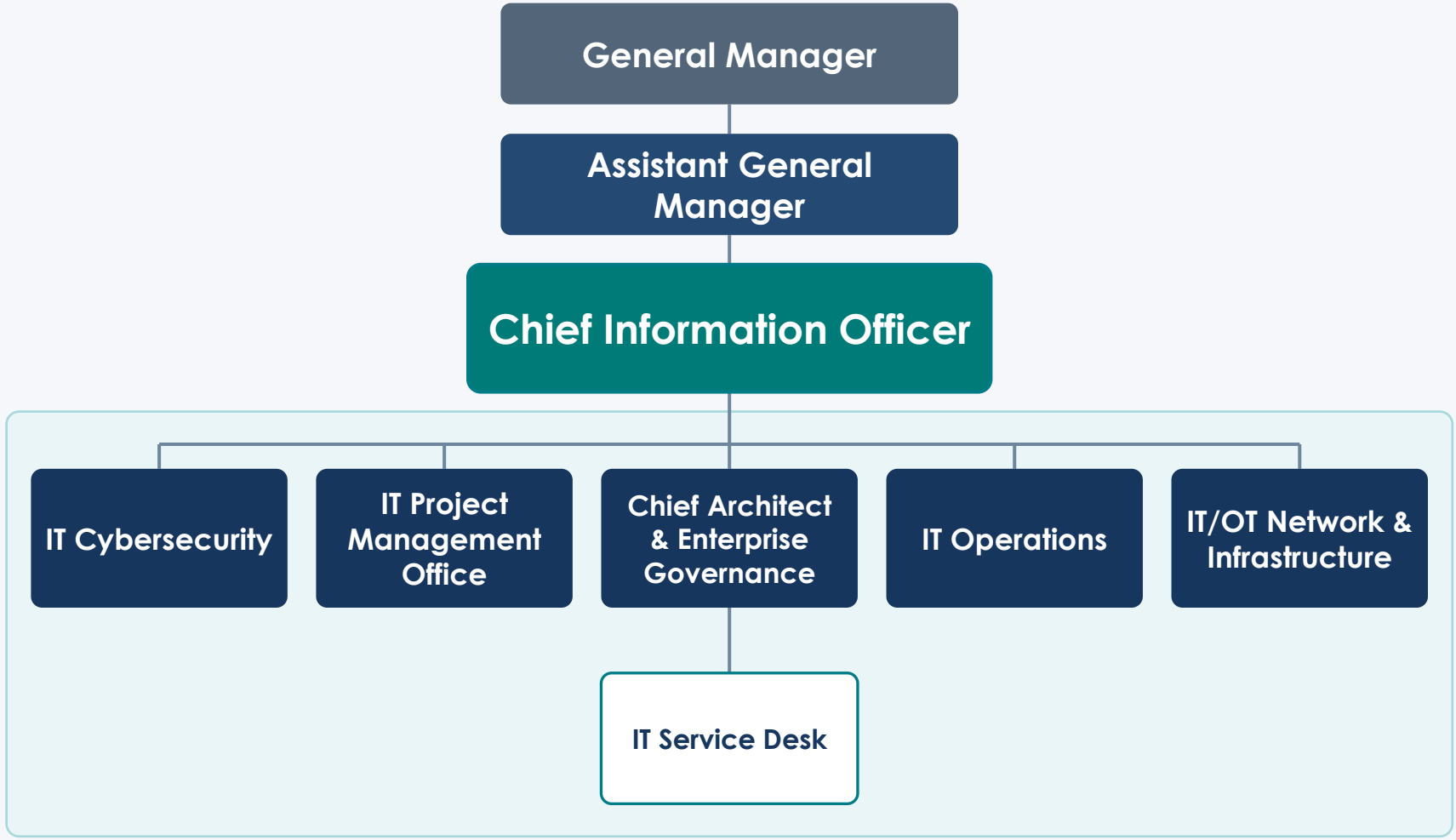
# IT Organization Structure

**MISSION**

Provide secure and reliable technology solutions that are in line with the BWL's strategic plan while delivering excellence in customer service.

**VISION**

BWL ITD is committed to innovative use of technology to improve our efficiency and promote a flexible environment to support our business units and customer base.



# IT Highlights and Accomplishments

IT is strengthening operational resilience while reducing cost and preparing for responsible AI adoption.




## Cost optimization achieved

Above the $500K target through infrastructure, vendor, storage and application actions.




## Migration completed

Commercial cloud migration completed with minimal disruption and support transitioned to standard operations.




## Infrastructure modernized

Data center, network segmentation, monitoring and failover capabilities continue to mature.




## Risk managed by design

A part of 3 audits over the last year with suggestions completed. Building a culture of cybersecurity first.

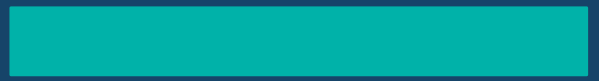
# Financial stewardship

Optimization is funding resilience and reducing recurring operating expense.

**$835K**

FY26 cost optimization actual

**$500K target**



**167% of target**

## Infrastructure & circuits

Circuit cleanup, storage expansion avoidance and backup re-architecture reduced recurring cost exposure.

## Application rationalization

Seven applications were retired, with continued portfolio review for versions, support status and business value.

## Vendor leverage

Upskilling reduced vendor reliance while preserving internal capability for critical operations.

## Ongoing discipline

Continue license cleanup, technology retirement and vendor optimization as part of normal portfolio governance.

# Infrastructure Improvements

Modernization is focused on continuity, capacity and a supportable technology foundation.

RESILIENCE | CAPACITY | SUPPORTABILITY

1

## Data center resilience

Improved failover, subnet standardization and redundant connectivity.

2

## M365 foundation

Migration to Microsoft Commercial enables CIS upgrades and modern M365 capabilities.

3

## Compute modernization

Virtualization software decoupling and diversification create a more sustainable platform.

4

## Operational visibility

Expanded monitoring, configuration management, and critical-application availability tracking strengthen response.

# Cybersecurity Operating Model

Cybersecurity is managed as a continuous discipline, not a periodic project.




| IDENTIFY | PROTECT | DETECT | RESPOND | RECOVER |
|---|---|---|---|---|
| Daily threat and vulnerability tracking | Supported versions, controls and hardened access | Integrated monitoring and threat intelligence | Vendor-aligned playbooks and tabletop readiness | Failover, backup and continuity improvements |

## Operating cadence

Quarterly tool and vendor reviews, internal controls participation, and phishing exercises every other month.

## Rapid remediation

Critical/high Cisco firewall vulnerabilities were patched within 48 hours of disclosure.

## Measured reduction

Vulnerability volume fell from a 1.2M peak to under 300K through the normal patching cadence.

# Defense in Depth: Multiple Chances to Break the Attack Chain

An attack must pass through every stage. BWL only needs one control layer to interrupt progress and reduce business impact.

| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| **INITIAL ACCESS** | **EXECUTION** | **PERSIST & ESCALATE** | **MOVE LATERALLY** | **BUSINESS IMPACT** |
| Phishing, exposed service, stolen credential | Malicious code or unauthorized action | Maintain access and increase privilege | Reach additional systems and data | Disruption, data loss or ransomware |

## DEFENSE-IN-DEPTH BREAK POINTS

Editable examples of where layered controls can stop, contain or limit the attack

| | | |
|---|---|---|
| 1. **PREVENT ENTRY** | **People • Email • Web • Perimeter** | Awareness training, sandbox for attachments, secure email, web filtering, firewall controls, vulnerability management |
| 2. **BLOCK EXECUTION** | **Endpoint • Applications • Vulnerabilities** | Endpoint Detection & Response, no local admin, patching, separate admin ID's |
| 3. **CONTAIN MOVEMENT** | **Identity • Privilege • Segmentation** | MFA, least privilege, Privilege Access Management, access review, network segmentation |
| 4. **DETECT, RESPOND & RECOVER** | **Monitoring • Response • Backup • Continuity** | Managed SIEM/SOC, threat intelligence, isolation, playbooks, backup, failover |

**CORE MESSAGE**

**No single control has to be perfect. Each independent layer is another opportunity to stop the attack before impact.**

# Current Priority: Data Center Move

The move addresses current constraints while creating room for future compute, security and application growth.

WHY NOW

## Power, cooling, and space constraints at REO limit growth and increase operational risk.

The planned Data Center move expands capacity and supports technology diversification, network segmentation, and improved failover.

### Space & compute

Increase room for current demand and future workloads.

### Platform transition

Continue vendor decoupling and diversification.

### Network readiness

Complete subnet standardization, firewalling and redundant paths.

### Consolidation & Resilience

Reduction of locations, avoid a large purchase, and the current UPS allows time for the generator to start.

# Responsible AI Readiness

The approach separates opportunity from risk and aligns each workload to the appropriate environment.

## 1 Secure the foundation

- Permissions and data-access audit
- Information classification and authoritative sources
- Incident-response and cyber playbooks updated with vendors

## 2 Route workloads

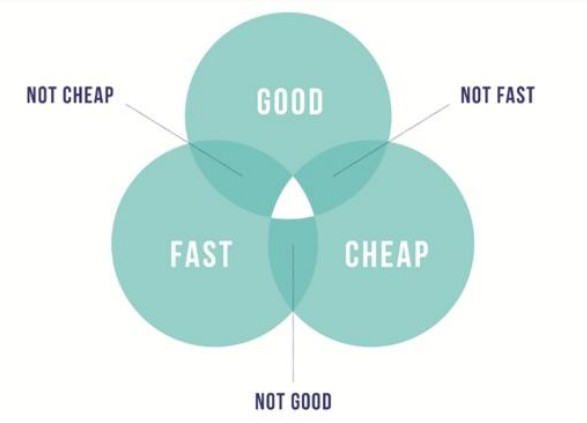
- Co-Pilot/Internet-based models for public and low-risk prompts
- BWL data workloads governed within approved enterprise services. Review and use what we have.
- Internal AI server for compliance-restricted workloads, including OT logs and BWL-specific development

## 3 Build adoption

- Copilot planning and staged pilots
- AI literacy and responsible-use training
- Business use-case gathering, value review and prioritization

# AI Maturity Roadmap

Expand capability deliberately, understand total cost, and increase autonomy only as governance matures.




**GUIDING PRINCIPLE** — **Balance risk with value. Favor correctness and trust over raw speed. Reference Gartner, Infotech, and Internal Audit AI Guidelines.**

**1**

CAPABILITY REVIEW

## Use what we already own

Review application updates, new AI functions, licensing, adoption and usage before adding another tool.

**2**

ASSISTED WORK

## Copilot rollout

Enable approved use cases with permissions readiness and literacy training. This will be the approved BWL Solution.

**3**

MANAGED AUTOMATION

## Agents as apps

Treat agents as governed digital solutions with purpose, owner, data access, testing and change control.

**4**

DIGITAL WORKFORCE

## Agents as people

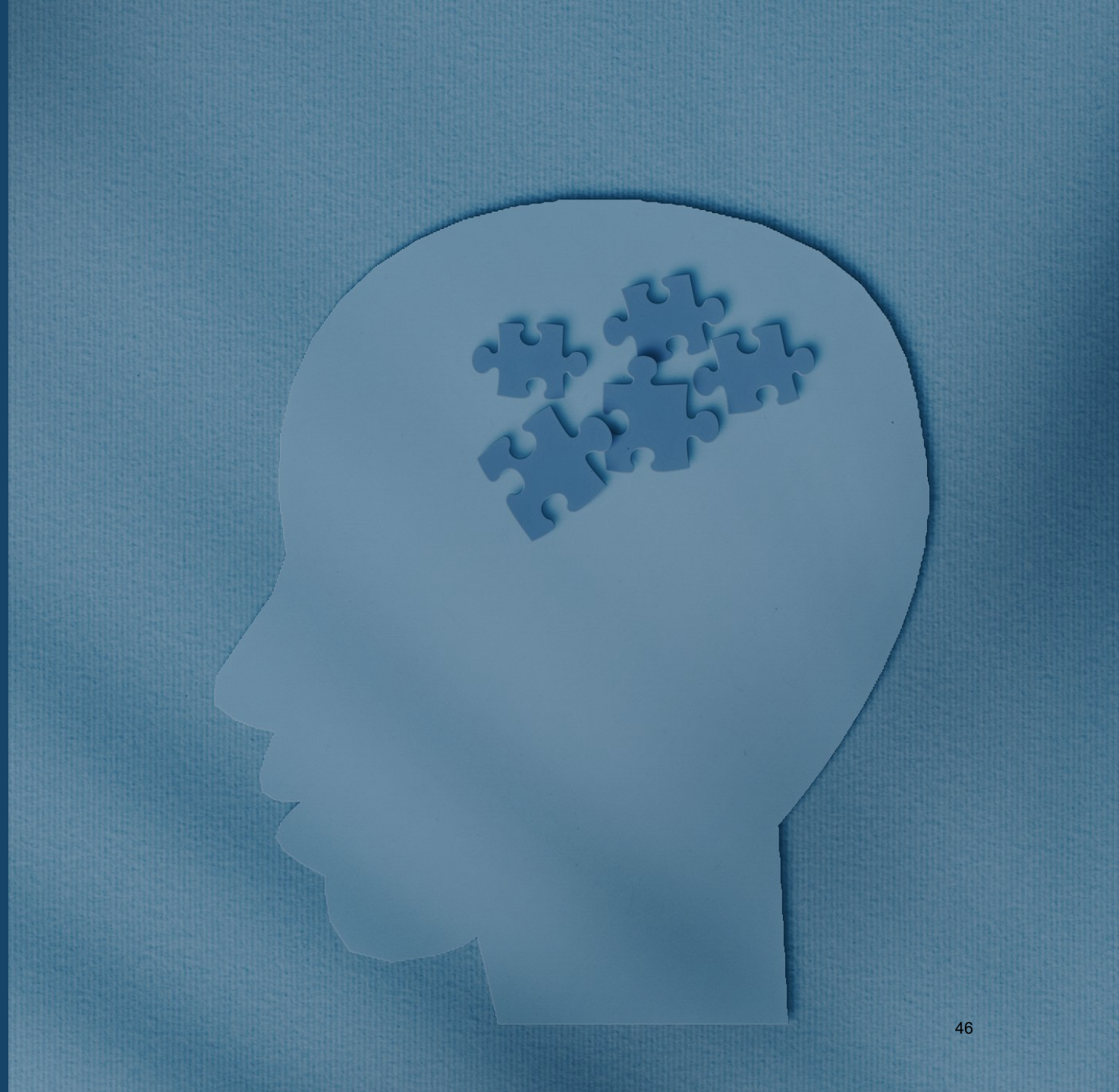
Manage agents through identity, role, least privilege, accountability, quality and exception handling to provide efficiencies to employees.

**AI COST DISCIPLINE** — **Total cost = license cost + request consumption + integration/operations**

Track entitlements, usage, unit cost, budget thresholds and value realized. A cautionary industry example is exhausting an annual AI budget within four months when per-request consumption is not understood.

**Progress when value, controls, affordability and acceptable error tolerance are demonstrated.**

# Questions?



# Communications Technology Policy- TI-01 Update

PURPOSE

**Establish guidelines for the provision and use of BWL communication technologies to support business operations and ensure reliable connectivity.**

**Added purpose section & minor tweaking in communication examples –**
i.e. "cellular phones" to smartphone, "Radios" to Two-way radios

**Terminology and scope were standardized –**
Covered individuals to users, Board of Commissioners specifically included

**Business-use language was strengthened –**
Must be used for authorized BWL business purpose, while still allowing limited incidental personal use

**Governance and document administration clarified –** The GM now implements instead of prepares. Adds references, responsible area, executive division, approval and policy-review information

# IT Operational Policies

| Policy Name/Title: | Policy # |
|---|---|
| Communications Technology – Policy | TI-01 |
| IT Acceptable Use Policy | TI-02 |
| BWL Company Owned Cell Phone Policy | TI-03 |
| Bring Your Own Device (BYOD) Policy | TI-04 |
| Employee VPN Access & Security | TI-05 |
| BWL Remote Access Policy | TI-06 |
| BWL Remote Access Tools Policy | TI-07 |
| Information Content Management | TI-08 |
| Internet & Email Usage Policy | TI-09 |

**AI Usage Policy is currently in development**

**RESOLUTION 2026-11-XX**

**Communications Technologies Policy**

WHEREAS, the Board of Commissioners ("Board") adopted a Communications Technologies Policy ("Policy") effective November 16, 2016; and

WHEREAS, BWL staff has conducted a review of the Policy and determined revision to the Policy was needed due to updates in technology and following recommendations from auditors to review and acknowledge policies on a cadence;

THEREFORE, it is:

RESOLVED, that the Board hereby adopts and approves the revised Communications Technologies Policy effective November 17, 2026, as presented.

FURTHER RESOLVED, that the Communications Technologies Policy, effective November 16, 2016, is superseded as of November 17, 2026.

**Motion** by Commissioner _____, **Seconded** by Commissioner _____ to adopt the revised Communications Technologies Policy at a Board meeting held on November 17, 2026.

**Action:** _____.

Sec: T1-01

LANSING BOARD OF WATER & LIGHT

POLICY

COMMUNICATIONS TECHNOLOGIES APPROVED: ENTER DATE COMMISSION

POLICY TYPE: COMMISSION

**SCOPE:** This policy applies to all employees, the Board of Commissioners, contractors, temporary staff, and other individuals who are authorized to access, use, manage, or support BWL communications technologies ("Users"). This policy provides the overall framework for the Lansing Board of Water & Light's ("BWL") implementation of operational policies which promote the safe and secure use of communications technology.

**PURPOSE:** The purpose of this policy is to establish guidelines for the use of BWL communications technologies to support business operations and ensure reliable connectivity. This policy defines the types of communication technology tools available, outlines responsibilities for their assignment and management, and sets expectations for appropriate usage and monitoring. It does not replace or duplicate the Acceptable Use of IT Assets Policy, which governs the responsible and secure use of BWL Information Technology (IT) assets.

**POLICY:**

~~OVERVIEW~~

~~This Communications Technologies Policy provides overall direction for the Lansing Board of Water & Light (BWL) implementation of operational policies and procedures. The objective is to promote the safe and secure usage by users of all forms of communications technology while providing procedures designed to protect the security and integrity of BWL systems and establish privacy expectations for BWL employees.~~

BWL communications technologies shall be used for authorized BWL business purposes and in accordance with all applicable BWL policies, procedures, and legal requirements. There is no expectation of privacy when using BWL communications technologies.

The General Manager will ~~prepare~~ implement operational policies that apply to the following:

-All Users of the BWL's IT network (wired, wireless, public, and private).

-BWL-owned devices using BWL's IT systems for which the BWL is the owner or has privileged access, including but not limited to, network devices, servers, desktops, laptops, tablets and phones.

-Non-BWL-owned devices using BWL's IT systems, including but not limited to desktops, laptops, smartphones, and tablets, which transmit and/or store data owned by the BWL.

~~Those operational policies may, from time to time, change to reflect the current legal landscape including international, federal, state and local regulations and laws.~~

~~Direction~~Guidance

Although the General Manager will ~~draft and~~ implement the specifics for the operational policies which cover

the areas as directed above, the following represent core areas of interest ~~with specific guidance~~.

A. Communications ~~Equipment Assignment and~~Technologies Examples

~~BWL employees~~Users may be required or may choose to use BWL communication technologies (which include software applications) for BWL business. All ~~BWL~~ communication technologies provided by the BWL are the property of the BWL. Examples of BWL communications technologies include, but are not limited to:

- Telephones (including ~~cellular~~ smartphones and Voice over IP)
- Email and messaging and videoconferencing platforms
- Internet access
- Virtual Private Network (VPN)
- Two-way Radios
- ~~Pagers~~
- Global Positioning System (GPS) devices
- ~~Smartphones~~
- iPads and Tablets (including ruggedized devices)
- Cloud-based services and collaboration platforms

B. Permitted Uses

BWL communications technologies are to be used ~~primarily~~ for BWL business. Incidental personal use of BWL communications technologies is permitted, so long as there is no impact to the ~~employee's~~ User's productivity, there is no added cost to the BWL (such as ~~long distance charges or~~ roaming charges) associated with the personal use, and the ~~employee~~ User follows all policies and procedures documented for the particular equipment. ~~All~~ Any additional charges incurred ~~against~~to the BWL for a~~n~~ ~~employee~~User's personal use of BWL communications technologies must be reimbursed to the BWL in a timely manner.

C. Prohibited Uses

~~All~~ BWL communications technologies may not be used in furtherance of any illegal activity. ~~Employees~~ Users may not use BWL communications technologies to create, transmit, download, or store obscene, profane, threatening, fraudulent, sexist, racist, or discriminatory content. All use of BWL communications technologies must comply with BWL policies, procedures, and the Employee Rules of Conduct.

D. Monitoring

The BWL may monitor or record communications and activity on BWL communications technologies to ensure quality control, employee safety, security, and customer satisfaction. Monitoring or recording may not be used for any non-BWL purpose, or in a manner that violates state or federal law. ~~Employees~~ Users should have no expectation of privacy when using BWL communications technologies. Employees ~~can~~ may request access to information gathered through monitoring or recording that may impact employment decisions, ~~. A~~access will be granted unless there is a legitimate business reason to protect confidentiality or there is an ongoing investigation. The BWL is a public body subject to the Michigan Freedom of Information Act. Therefore, employees should be aware that any ~~documents~~ records created using BWL communications technologies may be subject to public disclosure.

E. Safety and Security

~~Employees~~Users should always consider safety and security when using BWL communications technologies. BWL communications technologies may not be used to transfer BWL files outside of the BWL for non-work related purposes without the express written permission of a Manager or Director.

The operational policies may cover areas of interest beyond A-E items noted above, as these items are not considered an exhaustive list of what is appropriate for effectuating ~~the objective of~~ this policy.

**REFERENCES:** Acceptable Use of IT Assets Policy, Employee Rules of Conduct; Resolution 2026-11-xx

**RESPONSIBLE AREA & DEPT NAME:** 402; Information Technology

**EXECUTIVE DIVISION:** Assistant General Manager & Corporate Services

**EXECUTIVE RECORD OF APPROVAL DATE:** Click or tap to enter a date.

**POLICY REVIEW: (This Policy MUST be reviewed at least every 4 years by responsible area (RA), unless specified otherwise).**

| REVIEWED BY | DATE | DUE DATE NEXT REVIEW |
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| **REVIEWED BY - INTERNAL AUDITOR** | **DATE (*not to exceed 5 years)** | **COMMENTS** |
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Sec: T1-01

# LANSING BOARD OF WATER & LIGHT

POLICY

COMMUNICATIONS TECHNOLOGIES APPROVED: ENTER DATE COMMISSION

POLICY TYPE: COMMISSION

**SCOPE:** This policy applies to all employees, the Board of Commissioners, contractors, temporary staff, and other individuals who are authorized to access, use, manage, or support BWL communications technologies ("Users"). This policy provides the overall framework for the Lansing Board of Water & Light's ("BWL") implementation of operational policies which promote the safe and secure use of communications technology.

**PURPOSE:** The purpose of this policy is to establish guidelines for the use of BWL communications technologies to support business operations and ensure reliable connectivity. This policy defines the types of communication technology tools available, outlines responsibilities for their assignment and management, and sets expectations for appropriate usage and monitoring. It does not replace or duplicate the Acceptable Use of IT Assets Policy, which governs the responsible and secure use of BWL Information Technology (IT) assets.**POLICY:**

BWL communications technologies shall be used for authorized BWL business purposes and in accordance with all applicable BWL policies, procedures, and legal requirements. There is no expectation of privacy when using BWL communications technologies.

The General Manager will implement operational policies that apply to the following:

-All Users of the BWL's IT network (wired, wireless, public, and private).
-BWL-owned devices using BWL's IT systems for which the BWL is the owner or has privileged access, including but not limited to, network devices, servers, desktops, laptops, tablets and phones.
-Non-BWL-owned devices using BWL's IT systems, including but not limited to desktops, laptops, smartphones, and tablets, which transmit and/or store data owned by the BWL.

<u>Guidance</u>

Although the General Manager will implement the specifics for the operational policies which cover the areas as directed above, the following represent core areas of interest.

A. Communications Technologies Examples

Users may be required or may choose to use BWL communication technologies (which include software applications) for BWL business. All communication technologies provided by the BWL are the property of the BWL. Examples of BWL communications technologies include, but are not limited to:

- Telephones (including smartphones and Voice over IP)
- Email, messaging, and videoconferencing platforms
- Internet access
- Virtual Private Network (VPN)
- Two-way Radios
- Global Positioning System (GPS) devices
- iPads and Tablets (including ruggedized devices)
- Cloud-based services and collaboration platforms

B. Permitted Uses

BWL communications technologies are to be used for BWL business. Incidental personal use of BWL communications technologies is permitted, so long as there is no impact to the User's productivity, there is no added cost to the BWL (such as roaming charges) associated with the personal use, and the User follows all policies and procedures documented for the particular equipment. Any additional charges incurred to the BWL for a User's personal use of BWL communications technologies must be reimbursed to the BWL in a timely manner.

C. Prohibited Uses

BWL communications technologies may not be used in furtherance of any illegal activity. Users may not use BWL communications technologies to create, transmit, download, or store obscene, profane, threatening, fraudulent, sexist, racist, or discriminatory content. All use of BWL communications technologies must comply with BWL policies, procedures, and the Employee Rules of Conduct.

D. Monitoring

The BWL may monitor or record communications and activity on BWL communications technologies to ensure quality control, employee safety, security, and customer satisfaction. Monitoring or recording may not be used for any non-BWL purpose, or in a manner that violates state or federal law. Users should have no expectation of privacy when using BWL communications technologies. Employees may request access to information gathered through monitoring or recording that may impact employment decisions, access will be granted unless there is a legitimate business reason to protect confidentiality or there is an ongoing investigation. The BWL is a public body subject to the Michigan Freedom of Information Act. Therefore, employees should be aware that any records created using BWL communications technologies may be subject to public disclosure.

E. Safety and Security

Users should always consider safety and security when using BWL communications technologies. BWL communications technologies may not be used to transfer BWL files outside of the BWL for non-work related purposes without the express written permission of a Manager or Director.

The operational policies may cover areas of interest beyond A-E items noted above, as these items are not considered an exhaustive list of what is appropriate for effectuating this policy.

**REFERENCES:** Acceptable Use of IT Assets Policy, Employee Rules of Conduct; Resolution 2026-11-xx

**RESPONSIBLE AREA & DEPT NAME:** 402; Information Technology

**EXECUTIVE DIVISION:** Assistant General Manager & Corporate Services

**EXECUTIVE RECORD OF APPROVAL DATE:** Click or tap to enter a date.

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| **REVIEWED BY - INTERNAL AUDITOR** | **DATE** (*not to exceed 5 years) | **COMMENTS** |
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**RESOLUTION 2026-11-XX**

**Communications Technologies Policy**

WHEREAS, the Board of Commissioners ("Board") adopted a Communications Technologies Policy ("Policy") effective November 16, 2016; and

WHEREAS, BWL staff has conducted a review of the Policy and determined revision to the Policy was needed due to updates in technology and following recommendations from auditors to review and acknowledge policies on a cadence;

THEREFORE, it is:

RESOLVED, that the Board hereby adopts and approves the revised Communications Technologies Policy effective November 17, 2026, as presented.

FURTHER RESOLVED, that the Communications Technologies Policy, effective November 16, 2016, is superseded as of November 17, 2026.

**Motion** by Commissioner _____, **Seconded** by Commissioner _____ to adopt the revised Communications Technologies Policy at a Board meeting held on November 17, 2026.
**Action:** _____.

**RESOLUTION 2026-XX-XX**

**Regular Board Meeting Schedule 2027**

In accordance with the Lansing Board of Water & Light's Rules of Administrative Procedure, a schedule of dates, places, and times for each regular meeting of the Board of Commissioners for the calendar year shall be adopted in November.

RESOLVED, that regular meetings of the Lansing Board of Water & Light's Board of Commissioners are hereby set for calendar year 2027 as follows, unless otherwise notified or as a result of date conflicts with rescheduled City Council meetings:

**2027**

**Lansing Board of Water & Light Board of Commissioners**

**Regular Board Meeting Schedule**

| | |
|---|---|
| Tuesday | January 26 |
| Tuesday | March 23 |
| Tuesday | May 25 |
| Tuesday | July 27 |
| Tuesday | September 28 |
| Tuesday | November 16 |

Meetings will be held in the Lansing Board of Water & Light REO Town Depot located at 1203 S. Washington Ave., Lansing, MI at 5:30 p.m.

RESOLVED FURTHER, that a notice of the meeting schedule shall be published in a newspaper of general circulation in Ingham County the week of January 1, 2027.

**Motion** by Commissioner _____, **Seconded** by Commissioner _____, to approve the 2027 Regular Board Meeting Schedule at a Board meeting held on November 17, 2026.
**Action**: