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Deep East Texas Electric Cooperative, Inc.

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§25.53 EMERGENCY OPERATIONS PLAN EXECUTIVE SUMMARY

Executive Summary

Deep East Texas Electric Cooperative, Inc. (DETEC) Emergency Operations Plan (EOP) was developed to comply with the updated 16 TAC §25.53, Electric Service Emergency Operations Plan Rule, that was approved by the Texas Public Utility Commission on February 25, 2022. The updated §25.53 made several significant changes to the existing rule based on issues identified after the Winter Storm Uri / ERCOT Load Shed Emergency during February-2021, and to implement the requirements of the resulting SB 3.

Accordingly, DETEC's EOP is intended to anticipate similar natural disasters or other situations that could interrupt electric service and provide the Cooperative with a clear set of guidelines, policies, and procedures intended to guide preparations, responses, and actions related to all phases and types of electric system emergencies. This EOP document satisfies the requirements of the Public Utility Commission of Texas (PUC) Emergency Operations Plan (Substantive Rule 25, §25.53) and is intended to guide the organization in the preparation for system emergencies and to provide a framework for important tasks and actions required during a system emergency.

DETEC maintains the EOP in anticipation of a natural disaster or situation involving curtailment or major interruptions in electrical service. The plan sets forth organizational and personnel assignments, describes emergency communications procedures and includes emergency contacts. Overall, the primary goals for the plan include:

- Provide the structure, policies, and procedures to guide the organization during all types of emergency conditions and situations.
- Enable DETEC, other utility and governmental entities, members, and stakeholders to coordinate and communicate effectively during emergency situations and events.
- Establish procedures for the restoration of electrical service in a systematic and efficient manner by effectively utilizing DETEC's human and physical resources and if necessary, by securing and utilizing outside resources.
- Ensure that DETEC maintains compliance with the regulatory requirements related to emergency operations and emergency response.

The EOP is organized in the following Sections and Annexes and includes Appendices that provide additional information related to the EOP.

EOP Sections

(Section-1) Approval and Implementation Section:

This section begins on page 7 of the EOP and corresponds to §25.53(d)(1).

This Section of the EOP provides the formal plan approvals and tracks all plan revisions. This section also includes an introduction and purpose of the plan and a statement regarding the applicability of the EOP. And to emphasize the commitment of the Cooperative's senior leadership, this section includes a "Message from the General Manager" that underscores the importance of the plan and encourages all DETEC personnel to learn the plan and work with their respective supervisors and teams to understand all relevant parts of the plan. This first section addresses the EOP training policy for DETEC and prescribes the responsibilities of the EOP Plan Administrator assigned to ensure the plan is maintained and reviewed on a regular basis.

(Section-2) Communications Plan:

This section begins on page 15 of the EOP and corresponds to §25.53(d)(2).

The second section of the EOP is the Communications Plan section. This section of the plan includes the

strategies, key policies, roles, and communications steps that DETEC undertakes in an emergency event. Key policies include tracking and coordination of external communications, the designation of spokesperson(s) for the Cooperative, and guidance for all employees regarding media interactions. The remainder of the Communications Plan addresses all the requirements in 16 TAC §25.53 regarding communications with the public, the media, DETEC members, the PUC, OPUC, local and State Governmental Entities, Officials, and (County) Emergency Operations Centers, ERCOT, and Critical Load members. The final part of this section sets forth procedures to ensure accurate and timely internal communications, which is critical to an effective emergency response.

(Section-3) Pre-Identified Supplies for Emergency Response Plan:

This section begins on page 19 of the EOP and corresponds to §25.53(d)(3).

This section of the EOP provides information on Pre-Identified Supplies for Emergency Response and identifies the guidelines for the management of materials, supplies and resources that DETEC may need during emergency events. The plan provides details regarding the internal roles and responsibilities; use of outside suppliers; advance preparation; location of materials and supplies; and other logistical information.

(Section-4) Staffing During Emergency Response Plan:

This section begins on page 21 of the EOP and corresponds to §25.53(d)(4).

This section of the EOP provides information regarding Staffing During Emergency Response and the roles and assignments for DETEC personnel during severe weather events and other types of potential emergency situations. This section includes policies and procedures related to the command structure that DETEC will utilize and addresses work schedule for DETEC personnel that DETEC shall use in significant and major system emergency events.

(Section-5) Weather-Related Hazards Identification Plan and EOP Activation Procedure:

This section begins on page 23 of the EOP and corresponds to §25.53(d)(5).

The final section of the EOP is the Weather-Related Hazards Identification Plan and EOP Activation Procedure section. DETEC has a series of policies, procedures, and information resources to monitor all types of weather situations and forecasted emergency conditions. This section also provides the policies and procedures related to the activation of the EOP, and the series of emergency levels that have been developed, with criteria for moving to the emergency levels identified in the plan.

EOP Annexes

Weather Emergency Annex:

This section begins on page 28 of the EOP and corresponds to §25.53(e)(1)(A).

The Weather Emergency Annex addresses preparation for both hot and cold weather emergencies. The key policies in this section set forth the requirement for DETEC to develop and utilize a checklist for DETEC to activate in extreme weather situations.

Load Shed Annex:

This section begins on page 33 of the EOP and corresponds to §25.53(e)(1)(B).

The Load Shed Annex contains information regarding DETEC preparations and actions for ERCOT Emergency Event Alerts (EEA) levels and include details for the EEA Level-3 load shed events. The load shed plan contains the policies and procedures in place between South Texas Electric Cooperative (STEC) and DETEC regarding the planning and preparation for load shed events and contains detailed information regarding other operational information for EEA events. This Annex also contains information on the DETEC procedure for

restoration coordination with STEC following a load shed event, and key policies and procedures that DETEC utilizes for restoration from significant system outage events. The final subsection of this Annex provides information on DETEC's Critical Load Registry and information related to the maintenance of the registry, communication procedures to these members, and other relevant information regarding Critical Loads.

Pandemic and Epidemic Annex

This section begins on page 42 of the EOP and corresponds to §25.53(e)(1)(C).

In the Pandemic and Epidemic Annex, DETEC has provided the Cooperative's policies, procedures, and guidelines that are designed to prepare for pandemic and epidemic outbreaks, and to effectively deal with operations, restoration and communications circumstances presented by a widespread pandemic event. Key policies in this section address the steps DETEC takes regarding prevention and preparation, policies related to remote work for DETEC personnel, and steps DETEC takes to ensure DETEC adheres to policies implemented by state and local agencies.

Wildfire Annex:

This section begins on page 45 of the EOP and corresponds to §25.53(e)(1)(D).

The Wildfire plan provides the guidelines, procedures and best practices related to wildfire mitigation and document DETEC's policies and practices related to fire prevention and pre-planning, threat mitigation, responses to fire incidents and post incident recovery. This section includes wildfire mitigation actions along with steps DETEC would take to respond to any wildfire events.

Hurricane Annex:

This section begins on page 47 of the EOP and corresponds to §25.53(e)(1)(E).

DETEC's service area is not located in a Hurricane Evacuation Zone (HEZ), and therefore DETEC's EOP does not include this annex.

Cyber Security Annex:

This section begins on page 48 of the EOP and corresponds to §25.53(e)(1)(F).

The Cyber Security Annex provides the guidelines, procedures and best practices related to cyber security for the DETEC office facilities and electric distribution system. Based on DETEC's facility ownership profile, cyber security policies and measures are focused on network security, anti-virus security and employee education.

Physical Security Incident Annex:

This section begins on page 50 of the EOP and corresponds to §25.53(e)(1)(G).

The Physical Security Annex provides information regarding the policies and procedures DETEC has implemented to protect the office complex and other facilities that are critical to the operation of the DETEC electric distribution system. Based on DETEC's facility ownership profile this Annex establishes the security policies, guidelines, and requirements for DETEC's facilities, visitors, and surveillance.

DETEC Personnel		EOP Distribution Date	EOP Training Completed Date
Name	Title		
Bryan Wood	General Manager	4/14/2022	4/12/2022
Jessie Morgan	Director of Engineering	4/14/2022	4/12/2022
Kelly Parker	Director of Operations	4/14/2022	4/12/2022
Brittney Ford	Director of Communications	4/14/2022	4/12/2022
Gina Evett	Director of Administration	4/14/2022	4/12/2022
Edwin Henly	System Reliability Coordinator	4/14/2022	4/12/2022
Todd Clark	Construction Supervisor	4/14/2022	4/12/2022
Shane Lightsey	Contract Work Coordinator	4/14/2022	4/12/2022
Chris Koltonski	Right of Way Supervisor	4/14/2022	4/12/2022
Keith Davis	Distribution Line Supervisor	4/14/2022	4/12/2022
John Koltonski	Warehouse Supervisor	4/14/2022	4/12/2022
Ty Tamplin	Engineer	4/14/2022	4/12/2022
Heath Harbison	Fleet Supervisor	4/14/2022	4/12/2022
Kelly Hays	Accounting Supervisor	4/14/2022	4/12/2022
Brandon Reynolds	IT & Billing Supervisor	4/14/2022	4/12/2022
Verline Parks	Member Service Supervisor	4/14/2022	4/12/2022

PROJECT NO. 53385

**AFFIDAVIT OF GENERAL MANAGER OF
DEEP EAST TEXAS ELECTRIC COOPERATIVE, INC.
PURSUANT TO 16 TEXAS ADMINISTRATIVE CODE § 25.53**

STATE OF TEXAS §

COUNTY OF SAN AUGUSTINE §

BEFORE ME, the undersigned authority, on this day personally appeared, and who, after being duly sworn, stated on his or her oath he or she is entitled to make this Affidavit, and that the statements contained below are true and correct.

I, Bryan Wood, swear or affirm that as an Electric Cooperative operating in the State of Texas and the Electric Reliability Council of Texas (ERCOT) region and control system, confirms the following:

“I am the General Manager of Deep East Texas Electric Cooperative, Inc. (DETEC), which is a Texas electric cooperative corporation.

DETEC operates an electric distribution utility system in the State of Texas and the Electric Reliability Council of Texas power region.

The Emergency Operations Plan (EOP) developed to comply with the updated 16 TAC §25.53. Electric Service Emergency Operations Plan Rule, has been reviewed and approved by appropriate DETEC Executives and has been distributed to and key DETEC Operations and Administration personnel;

DETEC executives, and Operations personnel have received training on the updated EOP;

In accordance with the updated 16 TAC §25.53. Electric Service Emergency Operations Plan Rule, a drill (tabletop exercise) for DETEC Operations personnel is scheduled for a date and time in CY2022, before December 15, 2022;

DETEC will notify Commission Emergency Management Personnel and regional TDEM representative(s) prior to the drill;

DETEC has distributed the EOP to local Jurisdictions, including regional TDEM personnel and all Counties in the DETEC service area;

DETEC has a Business Continuity Plan related to returning to normal operations after an emergency event or situation;

DETEC’s emergency management personnel who are designated to interact

with local, state, and federal emergency management officials during emergency events have received the latest IS-100, IS-200, IS-700, and IS-800 National Incident Management System training.

Bryan Wood

{Signature of CEO/GM of the Cooperative}

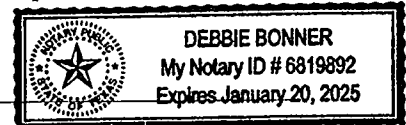
General Manager

Deep East Texas Electric Cooperative, Inc.

Sworn and subscribed before me on this 14th day of April, April 2022.

Debbie Bonner

Notary Public in and for the State of Texas



Notary Seal

(Must be notarized by a notary public in and for the State of Texas)

PUC Primary and Backup Emergency Contact List

Primary Emergency Contact

Primary Emergency

Company: DEEP EAST TEXAS ELECTRIC COOPERATIVE INC
Contact: KELLY PARKER
Title: DIRECTOR OF OPERATIONS

Main: (936) 229-4000
Toll-Free: (866) 392-2547
Fax: (936) 275-2135
Home:
Cell: (936) 275-7098
Email: kellyp@deepeast.com

Secondary Emergency Contact

Secondary Emergency

Company: DEEP EAST TEXAS ELECTRIC COOPERATIVE INC
Contact: BRYAN WOOD
Title: GENERAL MANAGER

Main: (936) 229-4000
Toll-Free: (866) 392-2547
Fax: (936) 275-5650
Home:
Cell: (936) 596-9617
Email: bryanw@deepeast.com

Tertiary Emergency Contact

Tertiary Emergency

Company: DEEP EAST TEXAS ELECTRIC COOPERATIVE INC
Contact: JESSIE MORGAN
Title: DIRECTOR OF ENGINEERING

Main: (936) 229-4000
Toll-Free: (866) 392-2547
Fax: (936) 275-5945
Home:
Cell: (936) 332-9145
Email: jessiem@deepeast.com