





5. Are you closely related to a candidate(s) of the cooperative?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

\_\_\_\_\_

6. Are you a candidate for a director position of the cooperative?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

\_\_\_\_\_

7. Have you been convicted of, or plead guilty to, a felony or misdemeanor (exclusive of traffic violations), or found guilty of any offense involving moral turpitude?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain:

\_\_\_\_\_

8. As a condition of service, do you consent to a background check and verification of information provided in this application?

Yes \_\_\_\_\_ No \_\_\_\_\_ If no, please explain:

\_\_\_\_\_

9. Have you read and understand the Credentials and Elections Committee Guidebook, and do you agree to be bound by, comply with, and adhere to all current and future policies and procedures related to the Board of Directors election?

Yes \_\_\_\_\_ No \_\_\_\_\_ If no, please explain:

\_\_\_\_\_

By signing below, I hereby acknowledge that I have read, understand, and agree to the Credentials and Elections Committee (Eligibility) for Tri-County Electric Cooperative, Inc. outlined in this document.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witnessed By: \_\_\_\_\_ Date: \_\_\_\_\_



## Credentials and Elections Committee (Role)

### ByLaw- 2.4 Director Elections:

The Credentials and Elections Committee serves the Cooperative membership by administering the screening and nomination process for members seeking election to the Tri-County Electric Cooperative Board of Directors.

1. The committee's purpose is to review applications, perform and receive background research, conduct candidate interviews, verify eligibility requirements established in the Cooperative's Bylaws, and evaluate any potential conflicts of interest or other factors that may affect an applicant's ability to serve as a director. The committee may request clarification, documentation, or additional information from applicants when necessary to confirm eligibility and review the applicant's qualifications and understanding of director responsibilities.

In performing these responsibilities, the committee acts in good faith to verify information provided by applicants and to evaluate qualifications based on the Cooperative's Bylaws and established election procedures. Committee determinations regarding eligibility and nominations are decisions made in accordance with election policies and shall be documented in the committee's official records.

2. After completing its review, the committee shall vote to determine whether each applicant meets the eligibility requirements to serve as a director. Determination that an applicant meets the eligibility requirements requires a unanimous vote of the committee members present.
3. Following eligibility determinations, the committee shall vote on which qualified applicants will be nominated for election. The committee may nominate up to three (3) qualified candidates for each director district scheduled for election, including the incumbent when applicable.
4. The committee verifies candidate eligibility and issues nominations in accordance with the Cooperative's Bylaws. Directors are elected by the Cooperative's members through the election process.
5. The committee serves as the primary point of contact during the election process by communicating with candidates, responding to candidate questions, and addressing concerns raised by candidates, or other members, as appropriate, to ensure the integrity of the election process is maintained.
6. Members of the committee must be members in good standing of the Cooperative and may not be a candidate for director; be closely related to a director or candidate for director; be a current or former director; or be a current or former employee.
7. The Credentials and Elections Committee shall consist of five (5) members appointed by the Board of Directors. To ensure balanced representation across the Cooperative's service territory, no more than one committee member may reside within the same director district.
8. The committee shall meet as necessary to review director candidate applications, conduct interviews, determine candidate eligibility, and vote on nominations for the director districts scheduled for election.



9. In receiving and reviewing director candidate applications, the committee may receive administrative support from designated Cooperative staff. If legal interpretation or guidance is needed, the committee may request that the Cooperative initiate consultation with legal counsel. The committee does not retain or direct legal counsel independently. Cooperative staff do not participate in candidate eligibility determinations or nomination decisions.
10. All eligibility and nomination votes of the committee shall be recorded in the committee's official meeting minutes in accordance with the Committee Records and Information Management Policy.

By signing below, I hereby acknowledge that I have read, understand, and agree to the Credentials and Elections Committee (Role) for Tri-County Electric Cooperative, Inc. outlined in this document.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witnessed By: \_\_\_\_\_ Date: \_\_\_\_\_



## Credentials and Elections Committee (Process)

### **ByLaw- Section 2.4 - Committee Process:**

1. The committee shall select its own Chair; and issue its nominations to the Cooperative Membership, signed by a majority of the voting committee members.
2. Committee Members shall be entitled to compensation and reimbursement of expenses consistent with the Committee Compensation Policy in the Credentials and Elections Committee Guidebook.
3. Eligible members seeking nomination as a director shall file all required application materials by the deadline established in the most recent "Director Election Schedule", using forms provided by the cooperative. Each applicant shall execute the consent forms for credit and criminal background checks and any other required election documents as may be deemed necessary. All applicants shall include the signatures of at least twenty-five (25) members with voting residence within the director district for which the applicant seeks election. Each applicant shall pay an application fee of one hundred fifty dollars (\$150.00) or other fees as determined by the Board.
4. Incumbent directors shall be nominated for re-election upon timely submission of all required election materials and payments, provided the Credentials and Elections Committee determines the director continues to meet all qualifications for office under these bylaws. The Credentials and Elections Committee shall not withhold nomination from an incumbent director except upon finding that the director no longer meets eligibility or qualification requirements established in these bylaws.
5. A member determined to be qualified but not nominated by the committee may seek nomination by petition by resubmitting all required election materials and submitting a petition containing an additional twenty-five (25) signatures, for a total of fifty (50) signatures of members with voting residence in the district in which they seek election, by the deadline established in the election schedule. Each applicant seeking election by petition shall also pay an application fee of fifty dollars (\$50.00) or other fee as determined by the Board of Directors. This application fee is separate from the fee outlined in Section 2.4 G of these bylaws.
6. Each Member of a Director district shall be entitled to one (1) vote upon each Director election for that individual Director district, and only Members of a Director district may vote in that Director district election. At each annual meeting of the members, directors are elected by and from the members in their Director district, to serve until their successor shall have been elected and have qualified.
7. The candidate receiving the highest number of votes from members voting within the Director district shall be elected at the next member meeting. Any unchallenged candidate shall be duly elected at the next member meeting without requiring balloting for the director position. The elected director's term begins immediately after adjournment of the meeting at which the director is elected or at the beginning of the first board meeting after a director is appointed; and after the elected director consents to being elected or appointed

By signing below, I hereby acknowledge that I have read, understand, and agree to the Credentials and Elections Committee (Process) for Tri-County Electric Cooperative, Inc. outlined in this document.



Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witnessed By: \_\_\_\_\_ Date: \_\_\_\_\_



## Background Check Consent Form

Members applying to serve on the Tri-County Electric Cooperative Credentials and Elections Committee are subject to reasonable credit and criminal background checks.

### Disclosure

Tri-County Electric Cooperative may obtain information about you from a third-party consumer reporting agency to determine your eligibility to serve on the Credentials and Elections Committee.

Thus, you may be the subject of a “consumer report” or “investigative consumer report” which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain information regarding your credit history, criminal history, public court records, social security verification, motor vehicle records (“driving records”), verification of your education or employment history, or other background checks, subject to any limitations imposed by applicable federal and state law.

You have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about you and to request a copy of your report. These searches will be conducted by Foley Carrier Services, LLC, 2 Huntington Quadrangle, South Building, Second Floor, Suite 2S04, Melville, NY 11747, phone number (631) 557-0100, [www.foleyservices.com](http://www.foleyservices.com).

### Acknowledgement and Authorization

I acknowledge that I read and understand the “Disclosure” above regarding the background check investigation. I hereby authorize Tri-County Electric Cooperative to obtain any necessary “consumer reports” and/or “investigative consumer reports” at any time after receipt of this authorization and throughout my term as a committee member, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish all background information requested by Foley Carrier Services, LLC, 2 Huntington Quadrangle, South Building, Second Floor, Suite 2S04, Melville, NY 11747, phone number (631) 557-0100, [www.foleyservices.com](http://www.foleyservices.com), and/or company. I agree that an electronic or photographic copy of this Authorization shall be as valid as the original.

\_\_\_\_\_  
Applicant Name, Printed

\_\_\_\_\_  
Applicant Signature



**Credentials and Elections Committee  
CONFIDENTIALITY AGREEMENT**

WHEREAS, \_\_\_\_\_ (hereinafter referred to as “Credentials and Elections Committee Member”) has been elected to the Credentials and Elections Committee of Tri-County Electric Cooperative, Inc., a Texas corporation, (hereinafter referred to as “Company” and /or “Cooperative”); and,

WHEREAS, Credentials and Elections Committee, in connection with his/her service on the Committee with the Company or Board of Directors may, in the course of scope of his/her duty, come into contact, have access to, or otherwise acquire confidential or proprietary information that might otherwise relate to the employees, their compensation, their medical conditions, Company projects, both present and anticipated, as well as Company strategies, plans, and proposals; and,

WHEREAS, the Company wishes to protect and preserve the integrity of its internal organization, as well as the privacy of each of its employees and directors; and,

WHEREAS, the undersigned, as a condition of his/her election to the Cooperative Credentials and Elections Committee acknowledges and agrees to be bound by this covenant not to use or otherwise disclose confidential information; and,

WHEREAS, the parties wish to memorialize the understanding and agreement between the Company and the Credentials and Elections Committee Member, and do hereby make the following agreement:

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS, that for and in consideration of the continued election to the Credentials and Elections Committee, the undersigned Credentials and Elections Committee Member does specifically agree:

- a. Credentials and Elections Committee Member will not at any time during or following election, in any fashion, form, or manner, either directly or indirectly, divulge, disclose, or communicate to any person, firm, or corporation in any manner whatsoever any information of any kind, nature, or description concerning any matters affecting or relating to the business of the Cooperative, its manner of operation, its plans, processes, or other data of any kind nature, or description without regard to whether any or all of the foregoing matters would be deemed confidential, material, or important.
- b. Credentials and Elections Committee Members will not at any time during or following service on the Credentials and Elections Committee, in any fashion, form, or manner, either directly or indirectly, divulge, disclose, or communicate to any person, firm or corporation in any manner whatsoever any personal or private information concerning any other Credentials and Elections Committee Member or employee that might otherwise be obtained through his or her election with the Company, including wage scales, medical condition or other information that would otherwise be considered personal to a Credentials and Elections Member or employee. It being the intent at all times to preserve and protect the personal and private lives of the Cooperative.
- c. The parties stipulate that, as between them, the matters are important, material, and confidential and gravely affect the effective and successful conduct of the business of the Cooperative and its goodwill, and that any breach of the terms of this section is material breach of his/her agreement.



d. Any breach of this covenant by the undersigned Committee Member shall be considered as an extremely serious matter by the Cooperative and shall be grounds for Board action.

\_\_\_\_\_  
Credentials and Elections Committee Member Signature

\_\_\_\_\_  
Date



---

### Committee Member Photo Release and Waiver

I hereby give Tri-County Electric Cooperative, Inc. (TCEC), my consent to photograph, videotape and record my image and/or voice for use by TCEC, including but not limited to intracompany communications, internal and external advertisement, and public relations.

I further understand no compensation will be provided to me or my family members for use of my image or recording, and that I may not be informed in advance of the specific use of my image or recording. I waive any right to inspect or approve the finished photograph, video, recording, electronic advertising or printed material. I understand my image and voice can be used by TCEC while currently serving as a member of the Credentials and Elections Committee or no longer serving as a member of the Credentials and Elections Committee of the company.

I agree to allow TCEC to use my photograph for company use.

I DO NOT agree to allow TCEC to use my photograph for company use.

---

\_\_\_\_\_  
Committee Member Name (Please Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Committee Member Signature

---