

Regional Transmission Adequacy Guidelines Development

Northwest Power Pool Transmission Planning Committee

Steering Committee Charter

3/10/05

Purpose

The Northwest Power Pool's (NWPP) Transmission Planning Committee (TPC), as a neutral party, has agreed to launch and facilitate the development of regional transmission adequacy guidelines driven by a regional Steering Committee.

Expected Results

- The effort should result in one or more documents to supplement existing NERC, WECC and utility reliability criteria.
- A first set of guidelines based on the highest priority issues would be drafted by Sept. 30, 2005 with regional review and approval of guidelines by Dec. 31, 2005.
- Once approved, regional utilities will decide whether to adopt and voluntarily comply with the initial guidelines.
- A plan will be proposed for development of regional guidelines addressing remaining issues.

Membership

Each member of the TPC is entitled to a seat on the Steering Committee, upon expression of interest.

Additional seats will be offered to represent the following groups:

- Representation from Small publics
- Representation from Interest groups
- Representation from States/regulators

Any TPC company wishing to be on the Steering Committee needs to submit their interest and designee by Feb. 18, 2005 to NWPP (Dana Reedy).

A technical workgroup will be established to develop guidelines as requested by the Steering Committee. Workgroup meetings would be noticed and open to anyone wishing to participate. These meetings will be coordinated with NTAC meetings to encourage the widest possible participation and minimize travel costs for attendees.

Steering Committee Responsibilities

- Budget review and approval (once set by the TPC).
- Setting timelines and milestones for development of workgroup products.
- Making good-faith efforts to develop and approve products to meet proposed timeline.
- Participate and engage in Steering Committee meetings and activities.
- Establish a Chair to facilitate Steering Committee and work group meetings.

- Identify and participate in executive-level briefings as needed. Each member will identify opportunities and forums as appropriate and participate in those briefings (i.e. RRG, TIG, etc.).

Meeting Schedule

Steering Committee is expected to meet:

- 3 regularly scheduled Transmission Planning Committee meetings in coming year
- 6 conference calls or meetings as determined appropriate

Workgroup is expected to meet:

- 12 workgroup meetings through Dec. 31, 2005
- Other conference calls or sub-group meetings as needed

Voting

In order for the steering committee to approve a proposal, a quorum of a simple majority must be in attendance and at least 2/3 of the committee members in attendance must have voted “Yes.” Chair, NWPP staff seat and state/regulator seats will be ex-officio and therefore non-voting members but will otherwise have all rights and responsibilities of membership

Budget

TPC approved a budget of \$20,000 for 20 meetings in the 2005-06 budget year (running from July 1, 2005 – June 30, 2006) for use on the transmission adequacy guidelines facilitation. TPC is not approving funding for the cost of a facilitator (Ravi K. Aggarwal (BPA TBL) has been appointed as the interim chair subject to the Steering Committee approval). If the Steering Committee seeks to have an independent facilitator, then the TPC will need to approve the additional funding. This \$20,000 will be spread between the TPC members. TPC expects to have funding for only about six meetings prior to July 2005 so it is anticipated that some utilities may have to individually fund a few meetings during that timeframe. BPA will host the first meeting to be held at the PDX conference center.

Proposed Timeline subject to Steering Committee approval

- March to September 2005 – Develop proposed guidelines:
 - Prioritization of issues
 - Issue 1 and 2
 - Address issue no. 3 starting May end
 - Verification of the scope of the guidelines
 - Drafting of key components
 - Next steps (continued process)
- October 1, 2005 – Regional review of draft guidelines (discussion and comment)
- November 15, 2005 – Comment period closes
- December 2005 – Finalize and approve guidelines
- January 2006 – Transition to guidelines (Voluntarily)
- January 2006 – Continued efforts to address other issues (Set new timeline)