

Railbelt Reliability Council Implementation Committee - Meeting

August 17, 2020

Final Minutes (approved by IC 8/24/2020)

1. Roll-call

The meeting was held via Zoom, was called to order at 1:00 pm, and was chaired by EJ, then JE.

Primary		Alternate		Organization
Brian Hickey (BH)	Y	Russell Thornton (RT)	Y	Chugach Electric Association
John Burns (JB)	Y1	Nathan Minnema (NM)	Y	Golden Valley Electric Association
Rick Baldwin (RB)	Y	Dan Chay (DC)	n	Homer Electric Association
Julie Estey (JE)	Y2	Ed Jenkins (EJ)	Y	Matanuska Electric Association
Jeff Warner (JWR)	Y3	Anna Henderson (AH)	n	Anchorage Municipal Light and Power
<< open >>	v	Pat Gillis (PG)	n	City of Seward
Kirk Warren (KW)	Y4	Curtis Thayer (CT)	n	Alaska Energy Authority
Jeff Waller (JWL)	Y	Janet Fairchild-Hamilton (JFH)	n	Regulatory Affairs and Public Advocacy
Bob Pickett (BP)	n	Antony Scott (AS)	n	Regulatory Commission of Alaska
Suzanne Settle (SS)	Y	Sam Dennis (SD)	Y	Cook Inlet Regional Inc.
Joel Groves (JG)	Y	Mike Craft (MC)	Y	Alaska Environmental Power, LLC
Veri di Suvero (VDS)	Y	Enei Begaye (EB)	n	Alaska Public Interest Research Group
Chris Rose (CR)	Y	Greg Stiegel (GS)	Y	Renewable Energy Alaska Project
Jerry Rust (JR)	Y	Frank Afranji (FA)	n	Northwest Power Pool

Y: Attending n: Not attending v: seat is vacant

1. Telephonic ~6221.
2. Joined meeting at approximately 1:05 PM.
3. Telephonic ~7244. Left meeting at approximately 2:00 PM.
4. Left meeting at approximately 3:00 PM.

11 of 12 voting members are present, one ex-officio member is present.

JE joined meeting, assumed Chair.

2. August 10, 2020 Meeting Minutes

MOTION to approve 8/10/2020 meeting minutes. 1JR, 2BH.

PASSED with no objections.

3. Approval of Agenda

KW requested addition of item 11 (Budget) to the agenda. Approved by Chair.

MOTION to move standard meeting start time to 1:30 PM on Mondays. 1BH, 2KW.

Discussion on timing, schedule conflicts.

REVISED MOTION to move meeting start time to 1:15 PM effective the first meeting of September. 1BH, 2KW.

MOTION TO TABLE until 8/31 to let VDS try to resolve schedule conflict. 1JB, 2BH.

PASSED with no objection. **MOTION TABLED to 8/31.**

4. RRC Leadership

MOTION to have Chair, Vice Chair, and Secretary serve on a three-month basis, with JE as chair, SS as Vice-Chair, and JG as Secretary. 1JB, 2MC.

PASSED with no objections. **These terms end November 16, 2020.**

5. Internal Communication

Options: CIRI can host a Sharepoint site where all IC members will have full read/write access to files. AKPIRG can setup a Google Drive, individual documents can be made public.

MOTION that CIRI provide a Sharepoint site for purposes of sharing IC documentation with member access provisions as described by SS. 1JWR, 2BH.

PASSED with no objections.

6. Hiring of External Resources

A. Hiring Committee Report, Legal Services draft scope of work from Chair CR (attached).

MOTION that the IC immediately solicit the services of Anchorage attorney Steve Mahoney to brief the IC as soon as possible on the pros and cons of different non-profit designations with the IRS. 1CR, 2JB.

Discussion on budget, scope, confirm CEA is willing to manage procurement for the IC.

REVISED MOTION That the IC immediately solicit the services of Anchorage attorney Steve Mahoney to brief the IC as soon as possible on the pros and cons of different non-profit designations with the IRS, with a contract not-to-exceed amount of \$5,000. 1CR, 2JB.

Further discussion. JB called the question.

PASSED 10-1.

Discussion on draft legal services scope of work.

MOTION that the draft RRC IC legal services scope of work be amended to eliminate the last three bullets, change "services sought" to "representative services sought", and initiate the procurement process. 1BH, 2MC.

Discussion and friendly amendments on procurement period.

REVISED MOTION, that the draft RRC IC legal services scope of work be amended to eliminate the last three bullets, change "services sought" to "representative services sought", and initiate the procurement process with an advertising period of 14 days. 1BH, 2MC.

PASSED with no objections.

(JWR left the meeting, 10 voting members present)

B. Draft Scope of Work for RRC IC Facilitator

MOTION to adopt the facilitator scope of work with a 14 day advertise period. 1CR, 2MC.

Discussion over scope of services, solicitation process.

PASSED with no objections.

7. Achieving Transparency

Open Meetings Committee Report from Chair JWJL.

Discussion on draft language from committee. Chair referred back to committee for revisions.

8. Duties of Care (JR, SD, WAR)

Duties of Care Committee Report from Chair JR, draft Duties of Care document.

MOTION to adopt the draft Duties of Care document for the IC. 1JR, 2CR.

Discussion regarding conflict of interest clause.

REVISED MOTION to replace draft Duties of Care bullet #7 with "Require an IC member to disclose any conflicts of interest" 1JB, 2CR.

MOTION TO TABLE, 1JR, 2BH.

PASSED with no objection, **MOTION TABLED**. Chair referred back to committee for revisions.

9. Development of Bylaws

MOTION to form committee to draft a bylaws Table of Contents. 1SD, 2JR.

Discussion on scope, process, timing of bylaws effort. JE called the question.

PASSED with no objections.

Chair appointed JR (Committee Chair), BH, CR, SD to the committee.

10. Update on Dave Burlingame Letter

VDS forward the Selection Committee's 7H letter to Burlingame and his attorney as indicated in the 8/10/2020 meeting. No new correspondence.

11. Budgeting

MOTION to solicit existing RRC budgets and upcoming budgeting schedules from the six load-serving utilities. 1JG, 2SS.

(KW left the meeting at 3:00 PM, 9 voting members present)

Discussion - budgets are developed in September, discussed in November and adopted in December.

PASSED with no objections.

JE tasked JG with soliciting information and compiling report for next week.

12. Adjourn

MOTION to adjourn, 1BH, 2JR.

ADJOURNED with no objections at 3:07 PM.

DEFINITION OF ABBREVIATIONS AND ACRONYMS

All committee members are identified by their initials, as defined in the roll call table.

1EJ, 2MC. Shorthand designating which committee members proposed and seconded motions.

IC: Implementation Committee

RRC: Railbelt Reliability Council