

Railbelt Reliability Council Implementation Committee - Meeting

August 10, 2020

Final Minutes (approved by IC 8/17/2020)

1. Roll-call

The meeting was held via Zoom, was called to order at 1:04 pm, and was chaired by JE.

Primary		Alternate		Organization
Brian Hickey (BH)	Y1	Russell Thorton (RT)	Y	Chugach Electric Association
John Burns (JB)	Y	Nathan Minnema (NM)	n	Golden Valley Electric Association
Rick Baldwin (RB)	Y	Dan Chay (DC)	n	Homer Electric Association
Julie Estey (JE)	Y	Ed Jenkins (EJ)	Y	Matanuska Electric Association
Jeff Warner (JWR)	Y	Anna Henderson (AH)	n	Anchorage Municipal Light and Power
<< open >>	v	Pat Gillis (PG)	n	City of Seward
Kirk Warren (KW)	n	Curtis Thayer (CT)	n	Alaska Energy Authority
Jeff Waller (JWL)	Y	Janet Fairchild-Hamilton (JFH)	n	Regulatory Affairs and Public Advocacy
Bob Pickett (BP)	Y2	Antony Scott (AS)	n	Regulatory Commission of Alaska
Suzanne Settle (SS)	Y	Sam Dennis (SD)	Y3	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. BH left meeting approximately 1:30 PM, rejoined at 2:10 PM.
2. BP left meeting prior to starting agenda item 8.
3. SD joined meeting late, on by 2:20 PM.

10 of 12 voting members are present, both ex-officio members are present.

2. July 23, 2020 Meeting Minutes

MOTION to approve 7/23/2020 meeting minutes. 1JR, 2BH.

No discussion.

PASSED with no objections.

3. IC Organization

A. Meeting Facilitation

MOTION to elect chair, vice chair, treasurer, secretary. 1BH, 2RB.

Discussion on role and permanence of these positions, friendly amendments.

AMENDED MOTION to elect temporary chair, vice chair, and secretary. 1BH, 2RB. No further discussion.

PASSED with no objections.

MOTION to elect JE as chair and JG as secretary for current meeting, and elect persons to temporarily fill positions at next meeting. 1RB, 2CR.

No discussion.

PASSED with no objections.

Further discussion/action tabled to next meeting.

B. Committees

General discussion on committees regarding scope, duration, organization.

C. Internal Communications

Informal consensus that streamlining internal communications / document sharing is a good idea. VDS volunteered to set up Google Drive to share documents. No formal action taken, members to verify they can use Google Drive or suggest an alternate platform.

4. Hiring of External Resources

MOTION to form Hiring Committee to draft work scopes for legal, facilitator, and process support / administrative help functions. 1CR, 2MC.

Discussion on who is doing hiring before RRC is fully organized? Per MOU Section 9, one of the member load-serving utilities will do this on interim basis.

PASSED with no objections.

Chair appointed CR (committee chair), SS, RB to the committee.

5. Achieving Transparency for IC Meetings

MOTION to place minutes on website for public viewing. 1MC, 2VDS.

Discussion on language, friendly amendments.

AMENDED MOTION to place approved minutes on website for public viewing in a timely manner. 1MC, 2VDS.

PASSED with no objections.

MOTION to post prior notice of meetings and provide public link, add persons to be heard to agendas, and ability to go into executive session as needed. 1VDS, 2CR.

Discussion addressing mechanics of managing public comment and executive session functions with Zoom, coordination with Robert's Rules of Order, need to establish and publish clear rules before opening meetings, form Open Meetings Committee to do this.

AMENDED MOTION to hold open meetings, post prior public notice of meetings, and include persons to be heard in accordance with Robert's Rules of Order. 1VDS, 2CR.

PASSED with no objections.

MOTION to form Open Meetings Committee. 1JG, 2MC.

No discussion.

PASSED with no objections.

Chair appointed JWL (committee chair), VDS, MC to the committee.

6. Process to Develop an IC Code of Conduct

General discussion on need for a code of conduct. Informal consensus that basic ground rules are needed for the IC now and these need not necessarily apply to the future RRC.

MOTION to form a Duties of Care Committee to prepare a Duties of Care document to outline basic principles that the IC will follow for conduct. 1JR, 2JWL.

No discussion.

PASSED with no objections.

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

7. Dave Burlingame Demand Letter

VDS filed MOU 7H letter with RCA on 8/5/2020. VDS will forward copy of this letter to David Burlingame and his attorney as a courtesy, with a brief note stating she is acting as an individual.

8. RRC IC Involvement in the RCA R-docket

Discussion regarding RRC participation in SB 123 R dockets. No formal action taken.

9. Adjourn 3:05 pm

ACTION ITEMS

1. Members to verify they can access Google Drive and suggest alternate platform if not.
2. JE will work with APA to update RRC website with contact info and approved minutes from 7/23/2020 meeting.

DEFINITION OF ABBREVIATIONS AND ACRONYMS

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

1JE, 2JG.	Shorthand designating which committee members proposed and seconded motions.
APA:	Alaska Power Association
IC:	Implementation Committee
MOU:	Memorandum of Understanding
RCA:	Regulatory Commission of Alaska
RRC:	Railbelt Reliability Council