

**Railbelt Reliability Council Implementation Committee - Meeting**  
**November 16, 2020**  
**Final Minutes (approved by IC 11/23/2020)**

**1) Roll-call**

The meeting was held via Zoom, was called to order at 1:15 pm, and was chaired by JE.

Primary		Alternate		Organization
Brian Hickey (BH)	Y	Jeff Warner (JWR)	Y	Chugach Electric Association
John Burns (JB)	Y	Frank Perkins (FP)	Y	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
	v		v	Anchorage Municipal Light and Power
Dave Burlingame (DB)	Y		v	City of Seward
Kirk Warren (KW)	Y	Curtis Thayer (CT)	n	Alaska Energy Authority
Suzanne Settle (SS)	n	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
Hank Koegel (HK)	Y		v	Unaffiliated seat
<i>Jeff Waller (JWL)</i>	Y	<i>Janet Fairchild-Hamilton (JFH)</i>	n	<i>Regulatory Affairs and Public Advocacy</i>
<i>Bob Pickett (BP)</i>	n	<i>Antony Scott (AS)</i>	Y	<i>Regulatory Commission of Alaska</i>

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

Steve Mahoney (SMA) present.

Steve Lewis (SL), Rebecca Sexton-Kelly (RSK) Hallie Buse (HB) with Sapere on line for facilitation.

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

**2) Approval of Agenda**

**MOTION** to approve today's agenda 1JB, 2VDS.

**PASSED** as modified with no objections. [11-0-1].

**3) Approval of November 9, 2020 Meeting Minutes**

JG advised meeting recordings are on SharePoint. 1<sup>st</sup> three recordings were deleted by Zoom.

**MOTION** to approve 11/9/2020 meeting minutes. 1JG, 2VDS.

**PASSED** with no objections. [11-0-1].

**4) Workplan and Budget Committee Report**

- a) Sapere Budget. Per IC motion on 11/9/2020, committee set contract not-to-exceed of \$265,135. Committee plans to review contract for management controls and make recommendations to Chugach Electric, Inc. prior to contract execution.
- b) Work Breakdown Structure and Plan Update. Committee provided update of status on plan development, expected approach for plan execution. Introduced draft motion for awarding budget committee funds to start retaining subject matter experts to execute plan. Expect IC will form additional committees to work key plan elements similar to process now in place on AOI and bylaws comms. Will coordinate with Sapere as Plan is finalized for management.

## 5) RRC IC Seats

### a) Anchorage Municipal Light and Power (AMLPL)

RSK presented motion on Doyon Utilities (DU) replacing AMLP as presented in meeting packet.

**MOTION TAKEN FROM TABLE 11/9/20** motion that IC confirm DU to fill AMLP IC seat. 1RB, 2JB.

RB called the question.

**MOTION FAILED** with none in favor. [0-11-1].

**MOTION** that the IC approve the following: 1JB, 2BH.

1. Doyon is approved as a utility stakeholder member of the IC replacing the seat vacated by AMLP.
2. The current composition of the IC, including the assignment of seats to specific entities, may only be changed, from this time forward, with an affirmative (2/3rds) vote of the IC. For clarity, the seats are assigned in the following manner:
  - a. 6 Utility Stakeholders
  - b. Alaska Energy Authority
  - c. 2 IPPs
  - d. 1 Consumer Advocate
  - e. 2 Non-Affiliated/Independent
  - f. 2 Non-voting Ex-officio Member
3. If a utility seat becomes vacant, the remaining utilities will meet and seat a replacement. If a non-utility seat becomes vacant, the non-utility members will meet and seat a replacement. In either event, the full IC will have the opportunity to weigh in on the process and selection prior to action on a replacement.
4. Consistent with prior IC motions, future decisions of the IC will be approved upon a 2/3rds vote of all active voting members (8), with the exception of foundational documents (currently including the Code of Conduct, Bylaws, and Articles of Incorporation), which will be approved with 3/4ths (9) vote.
5. The RRC Bylaws, once adopted, will supersede the provisions of this motion.

**MOTION PASSED** with one objection. [10-1-1, JG objecting].

IC leadership will orient DU representatives so they can attend IC meetings effective 11/23.

### b) Alternate for Unaffiliated Seat

KW, HK: no meetings on this matter since last week. Still working on it.

## 6) Update on Forming the RRC (JE/SMA)

### a) Adoption Timing and Indemnification Insurance

JE: Indemnification insurance application submitted Friday. Waiting to hear back.

### b) Review Revised Articles of Incorporation (AOI) (BH, RB, CR, JWA, SMA).

SMA: no new AOI action. AOI currently tabled for bylaws to catch up.

JE clarified IC intent is to wait and see if IC is insurable as-is. If so, advance AOI and bylaws in parallel. If not, finish and file AOI as soon as possible.

SMA advised AOI do need some more work before they are ready to adopt and file.

## 7) IC Leadership

**MOTION** to reappoint existing IC leadership (Chair: JE, Vice Chair: SS, Sec/Treas: JG) 1SD, 2BH.

**PASSED** with no objections [11-0-1].

## 8) Committee Management

- a) Education Schedule. 1<sup>st</sup> session, System Operations, Thurs 11/19 2PM. 2<sup>nd</sup> session, Standards, Thurs 12/10 3PM.

BH raised need for NDA to protect CEII in IC discussions. Discussion on how to meet this need.

SMA will draft NDA for next meeting.

- b) Meeting Notice Draft. JG working to verify Sharepoint calendar app works for meeting notice, then will finalize policy/guideline language accordingly for IC adoption.

## 9) Mission / Vision Statement Exercise

RSK: schedule effort for 11/30. Will send IC participants prep work prior to 11/30.

## 10) Member Comments

JE: Requested summary of Bylaw-o-rama session so absent members can come up to speed.

JG: summarized reasons for objecting to Doyon motion.

FP, BH: GVEA, CEA have board meetings on 11/23, shorter formal agenda will be appreciated.

## 11) Next Agenda (11/23/2020).

- Introduce DU.
- Update on HK alternate status.
- Debrief on education session and NDA.
- Update / Advance Workplan from Budget Committee.
- Indemnification insurance update.
- Mission Statement/Vision prework.
- Early Bylaw-o-rama if time allows.

## 12) Adjourn

**ADJOURNED** at 3:38 PM.

## 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.

[~]: Secretary's commentary provided for clarity / context as appropriate.

Vote tally shorthand is Y-N-A, yea – nay – absent or abstain.

AOI: articles of incorporation  
CEII: critical energy infrastructure information  
IC: Implementation Committee  
NDA: non-disclosure agreement  
RCA: Regulatory Commission of Alaska  
RRC: Railbelt Reliability Council