

# Railbelt Reliability Council Implementation Committee - Meeting

March 15, 2021

## Final Minutes (Approved by IC 3/22/2021)

### 1) Roll-call

The meeting was held via Zoom, was called to order at 1:18 pm, and was chaired by SS.

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)	Y	Homer Electric Association
Julie Estey (JE)	Y	Ed Jenkin (EJ)	Y	Matanuska Electric Association
Lou Florence (LF)	Y	Shayne Coiley (SC)	n	Doyon Utilities
Dave Burlingame (DB)	Y	Rob Montgomery (RM)	n	City of Seward
Kirk Warren (KW)	Y	Curtis Thayer (CT)	n	Alaska Energy Authority
Suzanne Settle (SS)	Y	Sam Dennis (SD)	n	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)	n	Renewable Energy Alaska Project
Hank Koegel (HK)	Y	David Newman (DN)	n	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>	n	<i>Regulatory Commission of Alaska</i>

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

Steve Mahoney (SM) present; Tom Lovas (TL) present through Tariff charter item.

Rebecca Sexton-Kelly (RSK) and Bayunt Ollek (BO) with Sapere present.

Seth Blumsack (SB) and Stephanie Lenhart (SL) present at agenda item 10.

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

### 2) Approval of Agenda

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

The academic team (SB and SL) is available at ~3PM today to provide input on TACs in other organizations (structure / process). Proposed a pause in the agenda at that time for researchers and TAC discussion.

**PASSED** as modified with no objections. [12-0-0].

### 3) Approval of March 8<sup>th</sup> Meeting Minutes

**MOTION** to approve 3/8/2021 meeting minutes. 1JG, 2VDS.

**PASSED** with no objections [12-0-0].

### 4) Tom Lovas Progress Update

TL is on track with schedule, monitoring RCA progress as it may refine requirements for tariff and/or application. JG confirmed that TL is on schedule and added that BudCom is tracking an upcoming TL change order that can hopefully be merged with additional scope under the Tariff subcommittee once standing.

### 5) Tariff Charter

RSK and EJ summarized changes, presented current proposed tariff subcommittee charter.

**MOTION** to approve tariff subcommittee charter as presented. 1HK, 2SS.

**PASSED** with no objections [12-0-0].

IC Chair assigned EJ as TarCom chair with BH, RB, HK, VDS as members.

RSK led discussion on committee membership generally, work expectations, etc.

*[TL left meeting at 1:55 pm]*

**6) IRP Charter**

DB introduced current proposed IRP Subcommittee Charter. Looking at potential consultants, expect will need to follow an RFP to select one.

**MOTION** to approve IRPcom subcommittee charter as presented. 1CR, 2KW.

**PASSED** with no objections [12-0-0].

IC Chair assigned DB as IRPcom chair with JWR, KW, HK, CR, MC, FP, SD as members.

**7) Standards Charter**

KW introduced current proposed StanCom charter language. Scope expanded a bit from last week's draft per IC member comments. Anticipate using WECC standards approval process as a model. Current ad-hoc committee members are LF, JWR (chair), VDS, DB, KW, SS.

*[VDS left meeting at approximately 2:00 pm, 11 of 12 voting members present.]*

**MOTION** to approve StanCom subcommittee charter as presented. 1KW, 2JG.

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

IC Chair assigned JWR as StanCom chair with KW, LF, EJ, SS, DB as members.

**8) ERO Work flow discussion**

RSK led discussion on expected ERO functions and sample org structure. High level question, how does work get done by the ERO? The draft list of ERO functions, ERO org chart, and committee/staff duties were discussed. This discussion was tabled by the IC Chair to resume at 3:00 when the academic team joins the meeting.

*[VDS rejoined at approximately 2:15 pm, 12 of 12 voting members present.]*

**9) BySub Draft Language**

SS presented current BySub status on ExCom powers.

SM presented bylaw draft for restrictions on committee power generally (2.2.3) and specific ExCom language (2.2.3.3.1).

General discussion over ExCom purpose, powers, limits, composition, voting. SS will bring IC guidance back to BySub to revise language for consideration at future IC meeting.

SS introduced draft definition of Large Consumer Representative Member (LCRM) for discussion.

General discussion over definition, whether to further restrict large consumer definition. SS will bring IC guidance back to BySub to revise language for consideration at future IC meeting.

*[SB and SL joined meeting at 3:00 pm, 12 of 12 voting members present.]*

### **10) Discussion on TAC structures with the Academic Team**

RSK reintroduced TAC issue.

SL presented on TAC structures at ERCOT, CAISO, and SPP.

General member discussion on merits of different structures, applicability to Alaska setting and requirements, and uniqueness of duties of Alaska ERO. Fundamental difference between standards related compliance / monitoring / enforcement (CME) function and IRP development function. Many organizations handle these differently.

### **11) Updates / Member Comments**

JG: Expense report is informational. Expenses are generally on track, more contracts still to come.

RSK: Monthly subcommittee status reports, welcome feedback.

JWL: More RAPA pre-comments are coming in response to RCA indication that ERO is not a utility.

### **12) March 22 Meeting Agenda**

- Introduce TL change order
- Review TAC/ERO org charts as developed by members
- Discuss CMEP
- Check in on overall project schedule
- BySub draft language

### **13) Adjourn**

**MOTION** to adjourn, 1SS 2CR.

**ADJOURNED** at 4:03 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.

Aol: articles of incorporation

CEA: Chugach Electric Association, Inc.

CPCN: certificate of public convenience and necessity

DOC: duties of care

DU: Doyon Utilities

ERO: Electric Reliability Organization

ExCom: executive committee

IC: Implementation Committee

IRP: integrated resource plan

LSE: load-serving entity

MEA: Matanuska Electric Association, Inc.  
NDA: non-disclosure agreement  
NTE: not to exceed  
PM: project management  
PMP: project management professional  
RAPA: Regulatory Affairs and Public Advocacy  
RCA: Regulatory Commission of Alaska  
RRC: Railbelt Reliability Council  
SB: Senate bill  
SOW: scope of work

**ATTACHMENTS:**

1. Approved Tariff Subcommittee Charter
2. Approved IRP Subcommittee Charter
3. Approved Standards Subcommittee Charter

**ATTACHMENT 1/3 (2 PAGES)**

<b>TARIFF SUBCOMMITTEE PROJECT CHARTER</b> RAILBELT RELIABILITY COUNCIL IMPLEMENTATION COMMITTEE	
<b>Tariff Subcommittee</b> <b>Subcommittee Chair: Ed Jenkin, MEA</b> <b>Date Submitted: 03/15/2021</b>	
<b>SCOPE AND DELIVERABLES</b>	
<b>Committee scope:</b> <b>Define scope of proposed tariff to be filed with application</b> Some contents will be completed prior to application. Some contents may be headings / placeholders to be completed once the ERO is established (e.g. standards). This will take the form of a table of contents or annotated outline – Tom Lovas has already been contracted (via BudCom’s contracting requests) to support this scoping work. The Tariff SubCom will provide the IC with the recommended scope and seek approval. <b>Draft tariff for application</b> Work with a consultant to draft the contents of the proposed tariff. Committee will identify a schedule for engaging with IC throughout the drafting process, to seek buy-in, feedback, and alignment prior to completion of the full draft <b>Finalize proposed tariff for application</b> Work with IC to agree to a proposed tariff for submission to RCA. <b>Create a transition plan</b> As the proposed tariff is expected to need modifications, additions, and further consideration after the RRC has been established as the ERO, this committee will suggest a transition plan to support tariff needs after the application is filed/approved.	
<b>Deliverables:</b> <ul style="list-style-type: none"><li>• Outline of proposed tariff</li><li>• Proposed tariff for application (includes some info, formatted for additions post-ERO)</li><li>• Transition plan for this committee post-ERO</li></ul>	
<b>MEMBERSHIP AND SUPPORT</b>	
The IC created a Tariff Subcommittee on March 15, 2021. Subcommittee membership is reflected in the IC subcommittee membership roster.	
<b>External Support:</b> <ul style="list-style-type: none"><li>• Tom Lovas was hired as a consultant to work with the committee members to develop the proposed tariff.</li><li>• It is expected that Tom Lovas will be contracted to work with the committee members to develop and finalize the full scope of work as defined in the scope and deliverables section of this charter.</li></ul>	

**ATTACHMENT 1/3 (2 PAGES)**

<ul style="list-style-type: none"> <li>The committee will require some outside legal support as not yet defined.</li> </ul>				
<b>HIGH LEVEL SCHEDULE</b>				
<ol style="list-style-type: none"> <li>Define scope of tariff at time of application: provide to IC by 3/31               <ol style="list-style-type: none"> <li>Approval/sign-off by IC: by 4/15</li> <li>Propose timeline/approach for engagement with IC as tariff is drafted: by 5/1</li> </ol> </li> <li>Draft tariff for application: by 8/1               <ol style="list-style-type: none"> <li>Review complete draft with IC: by 9/1</li> </ol> </li> <li>Finalize tariff for application: by 10/1</li> <li>Provide IC with recommended transition plan for post-application: by 9/1               <ol style="list-style-type: none"> <li>Review with IC: by 10/1</li> </ol> </li> </ol>				
<b>HIGH-LEVEL BUDGET</b>				
Initial work already approved under BudCom. Additional time will be needed to work with the committee on work already approved under current scope. Complete budget to finish all tasks will be developed and approved by the IC prior to proceeding with those tasks.				
<b>PROCEDURES AND EXPECTATIONS</b>				
It is the intent of this committee to work towards consensus on all decisions. When consensus can not be reached the committee will bring the matter and competing views back to the IC for consideration and direction.				
<b>PROJECT CHARTER APPROVAL</b>				
Date approved	Yea: 12	Nay: 0	Absent/Abstain: 0	Date: 3/15/2021
IC Chair – Julie Estey	/s/ Julie Estey			Date: 3/24/2021
IC Secretary – Joel Groves	/s/ Joel Groves			Date: 3/23/2021

ATTACHMENT 2/3 (1 PAGE)

INTEGRATED RESOURCE PLANNING (IRP) PROCESS SUBCOMMITTEE PROJECT CHARTER				
<b>IRP Process Subcommittee</b>				
<b>Subcommittee Chair: David Burlingame</b>				
SCOPE AND DELIVERABLES				
<p><i>The IRP Process Subcommittee shall confirm the IRP-related content required for submission of a complete ERO application by the RRC. Its currently believed the IC will be required to submit an IRP process to show the organization is capable of developing an IRP if selected as the RB ERO.</i></p> <p><i>The Subcommittee is expected to develop a list of items required in the ERO IRP</i></p> <p><i>The Subcommittee will develop a Scope of Work for an IRP Consultant. The Consultant will draft a concise description, including definitions, for executing the RB ERO IRP process, consistent with industry practice, to be included in the application.</i></p> <p><i>Deliverables: 1) list of items required to be included in an IRP 2) Scope of Work for the Consultant to draft the ERO IRP process including a definitions of terms requested by the Subcommittee, 3) Using the terms and draft process developed by the subcommittee, the consultant shall develop a draft IRP process for review by the IC 5) the subcommittee shall present the IRP process to the IC for approval and inclusion with the ERO application.</i></p>				
MEMBERSHIP AND SUPPORT				
<p><i>Membership is open to all IC members and it is expected that many members may be involved during various portions of the work. Committee membership is per the IC subcommittee membership roster.</i></p> <p><i>A Contractor will be required to complete the project. Possible contractors are unknown at this point in time.</i></p>				
HIGH LEVEL SCHEDULE				
<p><i>The following is a preliminary schedule:</i></p> <ol style="list-style-type: none"> <li><i>1) Solicit consulting interest (get input from IC, send out initial request of interest/availability)</i></li> <li><i>2) List of IRP items to be considered to IC - March 29, 2021</i></li> <li><i>3) Scope of Work for Consultant to IC – April 12, 2021</i></li> <li><i>4) Advertise for Consultant – April 26, 2021</i></li> <li><i>5) Select Consultant – May 17, 2021</i></li> <li><i>6) Draft Content List from Consultant – June 1, 2021</i></li> <li><i>7) 1<sup>st</sup> Draft Process from Consultant – June 21, 2021</i></li> <li><i>8) 2<sup>nd</sup> Draft Process from Consultant – July 6, 2021</i></li> <li><i>9) Final Process – July 31, 2021</i></li> </ol>				
HIGH-LEVEL BUDGET				
<p><i>Estimated budget - \$95,000 - \$125,000</i></p>				
PROCEDURES AND EXPECTATIONS				
<p><i>Subcommittee will meet weekly or more often if required to meet schedule. It will update IC every two weeks with presentations on progress and schedule updates. Get TA from IC regarding Draft Content List. Get approval from IC on consultant scope of work and budget.</i></p>				
PROJECT CHARTER APPROVAL				
Date approved	Yea: 12	Nay: 0	Absent/Abstain: 0	Date: 3/15/2021
IC Chair – Julie Estey	/s/ Julie Estey			Date: 3/24/2021
IC Secretary – Joel Groves	/s/ Joel Groves			Date: 3/23/2021

ATTACHMENT 3/3 (2 PAGES)

<b>STANDARDS SUBCOMMITTEE PROJECT CHARTER</b> RAILBELT RELIABILITY COUNCIL IMPLEMENTATION COMMITTEE	
<b>Standards Subcommittee</b> <b>Subcommittee Chair: Jeff Warner, Chugach Electric</b>	
<b>SCOPE AND DELIVERABLES</b>	
<p><b>Scope:</b> The Standards Subcommittee will confirm that items related to ERO standards required to complete a successful ERO application are completed for IC approval. The standards include:</p> <ol style="list-style-type: none"><li>1. Bulk Electric System Reliability and Critical Infrastructure Protection (CIP) Standards</li><li>2. Open Access Interconnection Standards</li><li>3. Open Access Transmission Standards</li><li>4. Open Access transmission status (information sharing)</li><li>5. Compliance Monitoring and Enhancement Policy (CMEP)<ol style="list-style-type: none"><li>a. Process for identifying violations ERO policies and standards</li><li>b. Process for determining the effect of such violations,</li><li>c. Applicability of penalties for non-compliance</li><li>d. Appeal process</li></ol></li></ol> <p>A successful application must demonstrate to the RCA that the processes (developed by this subcommittee for IC action), are such that the applicant clearly shows it is able to establish, administer and enforce a Railbelt-wide set of standards and policies for the Railbelt BES. For each of items 1 to 5 above (the Standards), the subcommittee will develop the deliverables as described below. The Subcommittee will work with existing industry process and proforma standards when practicable and modify for Railbelt conditions as necessary.</p> <p><b>Deliverables:</b> For each of the above Standards:</p> <ol style="list-style-type: none"><li>1. Draft Standards scope, description and content including a stakeholder collaboration process, draft Standards development process; draft administration, amendment and update process.</li><li>2. Final Standard scope, description and content including a stakeholder collaboration process; final Standards development process; final administration, amendment and update process.</li></ol>	
<b>MEMBERSHIP AND SUPPORT</b>	
<p><b>Membership:</b> Open to all members of the IC. Membership will be reflected in the IC subcommittee membership roster.</p> <p><b>Support:</b> It is anticipated that a new consultant will be required given the broad scope of work for this subcommittee and limited time to complete. It is also likely that current external resources may be utilized as required. Of note are: <b>Sapere potential activities:</b> attend subcommittee meetings if needed, coordinate draft and final standards development process language into the entirety of the ERO application. <b>Energy &amp; Resource Economics potential activities:</b> High level review of final standards development process to ensure consistency with other portions (tariff) of ERO application.</p>	
<b>HIGH LEVEL SCHEDULE</b>	
March 15 – IC discussion of Charter – (anticipate charter approval and seat the subcommittee	



**ATTACHMENT 3/3 (2 PAGES)**

<p>April 12 – Draft Standards Development Process presented to full IC for comments (<b>Deliverable 1</b>)                  May 17<sup>th</sup> – Final Standards Development Process presented to full IC for comments (<b>Deliverable 2</b>)                  June 14<sup>th</sup> – Final Approval of process language to include in ERO application  <b>NOTE:</b> The above schedule is for completion of the reliability standards portion of the scope. Upon seating, the subcommittee will develop a more detailed schedule for the remaining standards.</p>				
<b>HIGH-LEVEL BUDGET</b>				
External Support: TBD when subcommittee is fully seated.				
<b>PROCEDURES AND EXPECTATIONS</b>				
<p><b>Procedures:</b> Subcommittee will meet weekly and will make decisions by consensus (no formalized voting structure). If issues cannot be resolved at the subcommittee meeting, the unresolved issue will be promptly raised at the IC meeting immediately preceding the subcommittee meeting at which the issue was identified.</p> <p><b>Expectations:</b> This subcommittee will update the IC at a minimum monthly. As described above in “procedures”, if issues are unresolved at the subcommittee level it will be brought to the attention of the IC at the next scheduled IC meeting for discussion and resolution.</p>				
<b>PROJECT CHARTER APPROVAL</b>				
Date approved	Yea: 11	Nay: 0	Absent/Abstain: 1	Date: 3/15/2021
IC Chair – Julie Estey	/s/ Julie Estey			Date: 3/24/2021
IC Secretary – Joel Groves	/s/ Joel Groves			Date: 3/23/2021