

**Railbelt Reliability Council Implementation Committee - Meeting**  
**May 17, 2021**  
**Draft Minutes**

**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)        | <b>Y1</b> | Jeff Warner (JWR)                     | <b>Y</b> | Chugach Electric Association                  |
| John Burns (JB)          | n         | Frank Perkins (FP)                    | <b>Y</b> | Golden Valley Electric Association            |
| Rick Baldwin (RB)        | <b>Y</b>  | Dan Chay (DC)                         | n        | Homer Electric Association                    |
| Julie Estey (JE)         | <b>Y2</b> | Ed Jenkin (EJ)                        | <b>Y</b> | Matanuska Electric Association                |
| Lou Florence (LF)        | <b>Y</b>  | Shayne Coiley (SC)                    | n        | Doyon Utilities                               |
| Dave Burlingame (DB)     | <b>Y</b>  | Rob Montgomery (RM)                   | n        | City of Seward                                |
| Kirk Warren (KW)         | <b>N1</b> | Curtis Thayer (CT)                    | n        | Alaska Energy Authority                       |
| Suzanne Settle (SS)      | n         | Sam Dennis (SD)                       | <b>Y</b> | Cook Inlet Regional Inc.                      |
| Joel Groves (JG)         | <b>Y</b>  | Mike Craft (MC)                       | <b>Y</b> | Alaska Environmental Power, LLC               |
| Veri di Suvero (VDS)     | <b>Y</b>  | Alyssa Sappenfield (ASF)              | <b>Y</b> | Alaska Public Interest Research Group         |
| Chris Rose (CR)          | <b>Y</b>  | Greg Stiegel (GS)                     | n        | Renewable Energy Alaska Project               |
| Hank Koegel (HK)         | <b>Y</b>  | David Newman (DN)                     | n        | Unaffiliated seat                             |
| <i>Jeff Waller (JWL)</i> | <b>Y</b>  | <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

**Y1:** BH joined at 1:30 PM.

**Y2:** JE left meeting from 1:20 PM to 1:25 PM.

**N1:** KW absent, David Lockard (DL) attended the meeting for AEA in non-voting capacity.

Steve Mahoney (SM) not present; Tom Lovas (TL) initially present, left at approximately 2:20 PM.

Steve Lewis (SL) and Bayunt Ollek (BO) with Sapere present.

Seth Blumsack (SB) and Stephanie Lenhart (SL) not present.

Blythe Marston (BM) initially present, left at approximately 2:45 PM.

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

Brief introduction from Alyssa Sappenfield.

**2) Approval of Agenda**

**MOTION** to approve today's agenda, 1JG, 2CR.

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

**3) Approval of May 10 Meeting Minutes**

**MOTION** to approve 5/10/2021 meeting minutes, 1CR, 2JG.

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

*[JE left at 1:20pm, 11 of 12 voting members present.]*

**4) RFP for Consultant to Develop IRP Process**

DB led discussion, provided overview of RFP intent and structure. IRPcom has received two consultant suggestions, one from SS, one from FP. Potential directions for this RFP are to (1) issue

the RFP or (2) just sole source to one of these two individuals. Proceeded to walk through RFP narrative, highlighting key parts.

*[JE rejoined at approximately 1:25pm, 11 of 12 voting members present.]*

CR advised he has three additional consultants worthy of consideration for this work.

*[BH joined at approximately 1:30pm, 11 of 12 voting members present.]*

JG disclosed that ExCom modified the language now before the IC last week. Mostly typographic edits, a few language clarifications, tried to avoid changing intent. Also had some substantive questions, will direct these to IRPcom separately.

LF advocated for a broad distribution of RFP rather than targeted. Realize that is a pain. Consider very likely this consultant may do the RFP. DB agreed, no issues with that.

DB comments by Thursday if possible. Hope to have IC pass it next week.

JE sounds good. Plan to make RFP decision next week 5/24.

MC thanked DB and committee for good work and very clear proposal.

## **5) Proposed Changes to Tariff Section of Application Outline**

EJ provided overview of application assignment changes based on TarCom review of draft regulations. TL provided additional details.

JE advised ExCom wants to accelerate IC progress so will entertain motion to pass this, or can act on it next week if members so desire.

LF: prefer to defer decision on this to next week.

JE yes, also AppCom needs to consider this.

## **6) Mediation Discussion**

BM introduced herself, her role, her assessment of our status and situation. Five items for tomorrow's agenda:

1. Obligations of Board Members (BM assigned to BH)
  - a. Disclosures 6.3.1
  - b. Conflict of Interest policy, 2.2.1.5 and Article 6
  - c. COC 2.1.4 points to one, not specific though.
  - d. Compensation 2.1.3 and 6.2.2.
  - e. Equal access to internal SME materials / resources (no existing section for this, propose it).

BM asked what other tools people may want in addition to these.

Proposed assignment to BH is to be fluent in these Bylaws provisions as point person.

2. What are the stakeholder groups and seat assignments (BM assigned to RB / SD).

Bylaws say things, MOU says things, draft regs say things. Need to reconcile and finalize.

3. TAC (BM assigned to CR)

Bylaws at 2.2.3 differentiate TAC. CR to initially suggest to IC where TAC fits in the Bylaws... probably in standing committees section. CR to outline Bylaws language, based on his understanding, covering how TAC is staffed, by whom, and how it works in ERO organization and in relation to board.

#### 4. Exit Strategy (BM assigned to BH)

If a roadblock emerges on the RRC board, provide an off ramp for an entity to appeal to the RCA. BH to draft this concept up for IC exploration.

#### 5. Voting Thresholds.

3 AAC 46.100(d) '...Stuff has to be technically sound'.

At 2.2.1.4 of Bylaws. All to convert ideas to proposed language.

*[TL left at approximately 2:20pm, 11 of 12 voting members present.]*

This is the proposed agenda for tomorrow. Goal is to get it all done tomorrow. Recognize agenda may go out the window for good cause.

IC discussed logistics, COVID protocols, continuation meeting times, and provisions for members unable to attend.

### **7) PubSub Draft Charter**

VDS presented proposed charter.

*[BM left at approximately 2:45pm, 11 of 12 voting members present.]*

JG asked if this committee will define the processes by which ERO decisions get documented, so they can go to appeal to the RCA and so on?

JWL pointed out, not in charter, that a main public interface point will be the RRC's website. Will need a robust terms and conditions for website use. Example, someone wants to post vitriol on the RRC website, need a means to edit that out. Or copyright review, etc.

VDS great comments. Not planning to push for approval today, so can suggest edits.

VDS take-aways: website definition and judicial / appeals processes.

**MOTION** to approve PubCom charter as presented 1SD, 2MC.

JE proposed friendly amendment to approve charter with suggested amendments including:

1. Consider framework for records retention for RRC decisions / actions for potential appeals.
2. Website usage terms and conditions.

The friendly amendment was accepted.

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

### **8) Bylaws Review**

SD presented new Bylaws review workflow.

### **9) Brief Committee Updates**

StanCom: JWR reported they are holding back to let TAC structure be finalized before advancing associated standards / processes. Working on CMEP based on NERC template and Alaska requirements.

TarCom: Expect language starting in June for IC action. Will probably follow BySub process / format. EJ out next Monday, TL will lead meeting. No meeting on 5/31.

IRPcom: DB IRP RFP is out. Meeting 3:30p on Thursdays. Will try to have any RFP comments back next Monday.

BySub: SD already covered it.

BudCom: JG. April expense report in the packet. Tomorrow's meeting is cancelled. Other BudCom actions on hold as previously discussed.

ExCom: JE. Want to eliminate 2-week review as default process to accelerate progress. Still able to opt for 2 week review as we did today if members desire it. No objections to new policy.

AppCom: JE: master spreadsheet mapping regs to tasks was completed Friday, about 1,700 lines total. JE is about 1/3<sup>rd</sup> through it, mapping to committee responsibility, and sketching out content requirements. Hopefully done with the sticky bit.

SD suggested instead of color coding the spreadsheet, populate with sortable / filterable fields.

AppCom also working on defining its needed resources. Talked to TL about his role. He is comfortable serving as technical advisor to review application. His technical writer is available also. Third role is content gatherer, checker, spackler. Suggested candidate is Reena Miller, staffer for house majority last year that worked on SB123. She is already familiar with this and the big picture process / requirements. Asked for alternate candidates and feedback on these candidates. Hoping to have AppCom's resource needs figured out and proposed to the IC for next week.

PubSub: Friday at 10 AM is standing meeting.

## **10) Updates / Member Comments**

JE: Morning comment meeting recap. Used up the whole time, great dialog. Can provide summaries to individual members if requested.

EJ: Meeting on 31<sup>st</sup>? IC Consensus is not. 5/31 IC meeting will be cancelled.

## **11) May 24 Meeting Agenda**

IRP RFP for approval

Mediation review

TarCom changes to APP Outline

AppCom master spreadsheet

Bylaws review

## **12) Adjourn**

**ADJOURNED** at 3:30 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.                |
| AppCom    | ERO application subcommittee   |
| BudCom:   | budget subcommittee  |
| BySub:    | bylaws subcommittee  |
| CEA:      | Chugach Electric Association, Inc.   |
| CPCN:     | certificate of public convenience and necessity                              |
| DaveCom:  | See IRPcom   |
| DU:       | Doyon Utilities  |
| ERO:      | Electric Reliability Organization  |
| ExCom:    | executive committee  |
| IC:       | Implementation Committee   |
| IRP:      | integrated resource plan   |
| IRPcom:   | IRP process subcommittee   |
| 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  |
| StanCom:  | standards subcommittee.  |
| TarCom:   | tariff subcommittee  |

**ATTACHMENTS:**

1. Approved PubCom charter

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

|   |
|---|
| <p style="text-align: center;"><b>PUBLIC PROCESS SUBCOMMITTEE PROJECT CHARTER</b><br/>RAILBELT RELIABILITY COUNCIL IMPLEMENTATION COMMITTEE</p>   |
| <p><b>Public Process Subcommittee</b><br/><b>Subcommittee Chair: Veri di Suvero</b></p>   |
| <p style="text-align: center;"><b>SCOPE AND DELIVERABLES</b></p>  |
| <p>The Public Process Subcommittee (PubSub) was created to standardize public input and process, and any other issues related to public engagement. Therefore, the PubSub will:</p> <ul style="list-style-type: none"><li>● Develop an overarching policy defining a public input structure and process for the Railbelt Reliability Council (RRC) board of director and subcommittee meetings, as well as RRC deliverables, including:<ul style="list-style-type: none"><li>○ Overarching guiding principles</li><li>○ Public participation in meetings</li><li>○ Proposal of appropriate outreach efforts that might encourage stakeholder input and participation</li><li>○ Executive sessions and other meeting protocols</li></ul></li><li>● Develop input and participation policies for specific RRC committees as needed.</li><li>● Create a protocols for openness of internal records, RRC website, and other processes, including:<ul style="list-style-type: none"><li>○ A process for adhering to the RCA's precedent determining confidentiality standards, classification, and retention for ERO documents &amp; information</li><li>○ Information included on the website (accessibility, public records)</li><li>○ Any documents/media needed to help the public meaningfully engage with RRC processes</li></ul></li><li>● Make recommendations to the Bylaws Subcommittee (BySub) and Implementation Committee (IC) about which public input &amp; process protocols should either be in the bylaws or serve as a separate RRC policy.</li></ul> |
| <p style="text-align: center;"><b>MEMBERSHIP AND SUPPORT</b></p>  |
| <p>Membership is as identified on the IC committee membership roster. Initial membership includes Veri di Suvero (chair), Jeff Waller, Mike Craft, and Julie Estey.</p> <p>The Public Process Subcommittee will be supported by high-level administrative resources that will help communicate responsibility for drafting public process policy decisions between the Bylaws Subcommittee and the Public Process Subcommittee.</p> <p>If external resources are necessary, the Public Process Subcommittee anticipates hiring those external resources through targeted procurement by soliciting recommendations from IC members, interviewing candidates, and bringing a recommendation to the IC for approval.</p>  |
| <p style="text-align: center;"><b>HIGH LEVEL SCHEDULE</b></p>   |
| <p>Determine a list of draft regulations applicable to the committee (May 21)</p> <p>Review already-developed public processes at the BySub (May 21)</p>  |

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

- Determine with BySub how allocation of responsibility for public process policy will be divvied up (May 28)
- Develop an overarching framework for public input and participation (June 4)
- Work with IC subcommittees to locate public participation opportunities/requirements in each process (June 4)
- Develop specific policy-level language on relevant matters (June 18)
- Recommend delineation between procedures included in the Bylaws versus standalone policies (June 25)
- Finalize all other business (June 25)
- Submit first draft of all PubSub documents (July 1)

**HIGH-LEVEL BUDGET**

Communication and coordination with Steve Mahoney will be critical--for this purpose, we suggest \$10,000 as a proposed budget.

**PROCEDURES AND EXPECTATIONS**

The Public Process Subcommittee will meet weekly or as necessary to prepare deliverables for regular IC engagement. All committee meeting times will be posted and open to any IC member or contractor. The Public Process Subcommittee will adhere to all approved subcommittee expectations, including regular reporting.

**PROJECT CHARTER APPROVAL**

| Date approved              | Yea: | Nay: | Absent/Abstain: | Date: |
|----------------------------|------|------|-----------------|-------|
| IC Chair – Julie Estey     |      |      |                 | Date: |
| IC Treasurer – Joel Groves |      |      |                 | Date: |