

Railbelt Reliability Council Implementation Committee - Meeting

June 14, 2021

Final Minutes (Approved by IC 6/21/2021)

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)	Y1	Frank Perkins (FP)	n	Golden Valley Electric Association
Rick Baldwin (RB)	Y	Dave Thomas (DT)	Y2	Homer Electric Association
Julie Estey (JE)	Y	Ed Jenkin (EJ)	n	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)	n	Curtis Thayer (CT)	n	Alaska Energy Authority
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	Alyssa Sappenfield (ASF)	Y	Alaska Public Interest Research Group
Chris Rose (CR)	Y	Greg Stiegel (GS)	n	Renewable Energy Alaska Project
Hank Koegel (HK)	Y	David Newman (DN)	Y	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

Y1: JB joined meeting at approximately 1:25 PM.

Y2: DT joined meeting at approximately 1:20 PM.

David Lockard (DL) with AEA initially present.

Steve Mahoney (SM) present; Tom Lovas (TL) present; Rena Miller (RMR) present.

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

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

2) Approval of Agenda

MOTION to approve today's agenda, 1BH, 2HK.

MC raised concern over time allotted for mediation approval and placement at the end of the agenda. JE clarified the agenda item is not for approval of mediation outcomes, but explaining the notes prepared by Sapere.

PASSED with no objections. [10-0-2].

3) Consent Agenda

JE introduced concept, function, and purpose of consent agenda.

[DT joined meeting at approximately 1:20pm, 10 of 12 voting members present.]

MOTION to approve consent agenda 1JG, 2BH.

JG requested input from members on scope / bounds for what can be included on consent agenda. Offered budget items, Application content such as today's agenda items 4 and 5 as candidates.

PASSED with no objections [10-0-2].

4) M&B Contract Change Request

JG introduced change order, supplemented by SD.

MOTION to approve contract change request #2 for M&B as presented. 1JG, 2BH.

PASSED with no objections [10-0-2].

5) Final Standards Development Process

JWR introduced and reviewed proposed standards development process. Discussion over process as presented, structure of working groups under TAC.

[JB joined meeting at approximately 1:25pm, 11 of 12 voting members present.]

MOTION that the IC adopt the RRC Final Standards Development Process for submittal to AppCom for inclusion in Application. 1JWR, 2BH.

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

JE directed that in addition to the actual deliverable, StanCom will need to provide bullets addressing how this meets the regulatory requirements.

6) Open Meetings Act Discussion

VDS introduced issues relating to adoption / applicability of Open Meetings Act to the RRC's public policies / processes. IC discussion on role of Open Meetings Act to RRC functions.

PubSub is planning on developing the following policies for inclusion in the Application:

1. Public Advisory Committee Policy
2. Public Committee Participation Policy
3. Public Notice Policy
4. Website Terms and Use Policy
5. Public Access to Documents Policy
 - a. Confidentiality
 - b. Records Retention
6. Public Process Policy
 - a. Meetings
 - b. Comment
7. Appeal and Penalty Policy

JE asked to confirm that PubSub is coordinating with BySub on policy development. VDS clarified general principle is in Bylaws, PubSub is handling more granular policy details addressing the mechanics of how it is all executed.

MOTION that PubSub lead effort to build-out an RRC website if/to the extent needed to support the ERO Application. 1VDS, 2RB.

VDS requested input from members on resources needed to build website (developers, etc.). Also clarified PubSub is still reviewing the need for and scope of a pre-Application website.

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

VDS thanked the IC for the discussion. Informed that another clarifying issue for PubSub to complete their work is the confidentiality policy. PubSub will be bringing discussion on the process for granting confidentiality and limitations on what can qualify for confidentiality at a future IC meeting. Members should review the confidentiality language in the current draft regs and be prepared to discuss and give direction when it appears on the agenda.

7) AppCom Update

a) Application Process and Next Steps

JE provided update. Subcommittees are working through deliverable schedules. ExCom decided that wading through that at the IC was poor use of time. Sapere is consolidating Subcommittee schedule output and that will go to RMR for management after IC review next week.

RSK yes working through Subcommittee chairs one by one.

JE introduced RMR. Will be working with Subcommittees to integrate work product deliverables.

b) Approval Process for Application

JE advised draft protocol is that the completed Application draft will have a two-week IC review / approval process. Expect all will maintain entity approval in real time to support this. No dissents voiced.

c) RCA Notification and Timeline Clarification

JE recapped ambiguity of RCA timeline, whether RCA will issue SB123 notice on 7/1 or after regs are final, and implications of regulation issuance relative to SB123 notice with regard to Application requirements (statute vs. regulation). Requested input on how to address this.

MOTION to take no action on this matter at this time. 1CR, 2MC.

LF concur, should wait and see for what happens at Wednesday meeting.

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

8) BySub Draft Bylaws Language

SD presented red Bylaws clauses for IC Tentative Approval.

2.1.1, general powers of board clause. No changing comments.

2.1.2.1, board number clause. No changing comments.

2.1.2.4, alternates. No changing comments.

2.1.2.5, qualifications. Revised "...management expertise" to "...management level expertise...". Revised to add "...or relevant experience."

2.1.2.6, removal. DT noted a discrepancy in the language where one sentence refers to approval by Supermajority vote and another sentence refers to approval by Majority vote on the same issue. It was agreed that this should be a Supermajority vote, and the language was amended to reflect this.

2.1.2.7, filling vacancies. No changing comments.

2.1.2.8, resignation. Changed “employed by” to “affiliated with”. Need to address unaffiliated losing their non-affiliated status. SD flagged this clause to be revised to address this.

2.1.2.9, election of independent director. No changing comments.

2.1.3, director fees. Added “other benefits” to “health insurance” exclusion, flagged to refine term.

2.1.4, code of conduct. No changing comments.

2.1.5, authority. No changing comments.

2.2, meetings. Questions regarding meeting notice and exceptions. SD pulled 2.2, 2.2.1.2, and 2.2.1.4.4 from agenda and remanded to Bysub for further discussion.

9) Brief Committee Updates

StanCom: JWR: working on policy elements – violations framework. Also working on interconnection and OAT standards. Idea is format these as standards and follow that process for review / approval. Seeking guidance on dependencies to make sure we are on top of those. Working on technical writer for committee, determined to route through AppCom’s tech writer.

TarCom: TL: met this morning. Reviewed the regulations spreadsheet, deferred most action to future waiting for completion by AppCom. Some confusion lingers on initial Tariff scope. Worked through draft of initial Tariff language. TarCom has approved through section 2 for IC review next week. Revising IC approval schedule. Surcharge question of treatment in Tariff. Tariff to include methodology, as determined by IC (JG interjected, BudCom anticipates it will do this). Also reviewing website scope.

IRPcom: DB: received resumes from six firms, selected three, conducted interviews, selected Synapse to write up IRP process. Working with CEA to finalize contract, hope to be under way soon. JE will Synapse be in IC meetings at all? DB clarified they will eventually present to the IC but not until work product is pretty far along. HK advised that IRPcom’s contractor selection decision was unanimous.

BudCom: JG: Review of Application tasks complete, will be tackling schedule/workplan tomorrow. Tentatively will use SM and BySub budget for budgeting and financial policy documents required for Application. Expense review/reporting continues, two May invoices still not received.

BySub: SD: Went through the regulations spreadsheet last week. No big gaps identified. Did punt a few things to PubSub and StanCom. Working through list of policies, that is the Wednesday agenda.

ExCom: JE: Meeting last Thursday – working on meeting streamlining, next steps of RCA process / clarification. Reemphasized consent agenda and implications.

JE/JG: Current policy is posting approved minutes and supporting documentation to IC website. This includes/will include much of our Application work product. Not clear this is the best approach, as would hand all of this information to a hypothetical dark horse ERO Application competitor. Recommend just post minutes without attachments going forward.

VDS agreed, suggested that attachments should still be available upon request. Informal consensus to proceed with this new policy.

JE advised committee charters may not be accurate as things evolve. ExCom defers this to committees to flag/update their charters as needed.

JE updated on status of RCA quarterly update. ExCom recommendation is to either include quarterly update with any comments that the IC submits or defer the quarterly update until things at the RCA public meetings slow down.

AppCom: JE: working through the regulations spreadsheet roll out and bringing RMR on board and up to speed.

PubSub: VDS: will be working through policies, come join us Wed 8 AM.

10) Updates / Member Comments

RSK: Partial results of Doodle poll on moving meetings to Tuesday indicate we will lose some people by moving to Tuesday. Extra hour seems to be easier on front rather than on end. But stay tuned.

JE: No final wrap up of mediation process. Notes prepared by Sapere are informational, meeting outcomes will be formalized through Bylaws approvals.

JE: July 5th meeting is likely cancelled based on IC member guidance.

SD: Lots of discussion of the technical nature of the RRC. Take a different view – this is a political entity making social judgments on technical matters.

11) June 21 Meeting Agenda

The June 21st IC meeting agenda will include:

- TarCom review of sections 1 and 2 of draft Tariff
- PubSub policy for review
- PubSub confidentiality discussion
- Final regulations spreadsheet
- Schedule updates
- StanCom penalty guidelines document
- Bylaws review

The following items were added to the parking lot for future IC discussion:

- Definition of consensus at the working group level/how does work move out of the working group and up to the TAC?
- Fully vetted process for adopting existing Railbelt standards
- How to handle CIP standards through public process
- Confidentiality and process for granting confidential status

12) Adjourn

MOTION to adjourn 1CR, 2BH.

ADJOURNED at 3:58 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.
CME:	compliance / monitoring / enforcement (of reliability standards)
CPCN:	certificate of public convenience and necessity
DaveCom:	See IRPcom
DOL:	Department of Law
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 M&B Change Order #2.
2. Approved RRC Final Standards Development Process

ATTACHMENT 1/2 (2 PAGES)

CONTRACT CHANGE REQUEST: Manly & Brautigam (Mahoney)		
<p>Change Request #2 Date Submitted: 06/14/2021 Contracting Utility: MEA Contract Manager: Julie Estey</p>		
SCOPE CHANGE		
Before Change:	After Change:	
<p>Work related to 501C recommendations, beginning in mid-2020, evolved into a larger bylaw scoping and drafting effort.</p> <p>Development and documentation support of Bylaws, Articles of Incorporation, and policies as determined necessary.</p> <p>A. Continued attendance at weekly IC meetings to ensure engagement with ongoing IC progress (28 weeks, estimated 4 hours per meeting or 112 hours).</p> <p>B. Bylaws and Articles of Incorporation will be developed over the course of the next 10 weeks consisting of 2 hours of weekly meetings and 8 hours of drafting each week, including research, answering questions between BySub, Sapere, and IC members. Total of 100 hours.</p> <p>C. Should the policies be developed in full through the BySub, the effort will mirror much of the first phase. Policies will require 2 hours of weekly meetings and 8 hours of drafting each week, including research and answering questions. Total of 100 hours.</p>	<p>Updated cost is due to development of bylaws and policies taking longer than initially planned due to extensive discussion and ultimately mediation.</p>	
SCHEDULE CHANGE		
	Target date for completion	
	Before Change:	After Change:
A. Support at IC meetings	08/01/2021	9/01/2021
B. BySub: Complete first draft of bylaws	03/15/2021	6/15/2021
C. BySub: Revised full draft of bylaws (endorsed by IC) + draft policies	08/01/2021	8/15/2021
BUDGET CHANGE		

ATTACHMENT 1/2 (2 PAGES)

	Before Change:	After Change:
Original task (501 recommendations, bylaws TOC, initial drafting of bylaw contents)	\$32,000	\$32,000
A. Support at IC meetings	\$44,800	\$50,000
B. BySub: Complete first draft of bylaws	\$40,000	\$60,000
C. BySub: Revised full draft of bylaws (endorsed by IC) + draft policies	\$40,000	\$70,000
Contract Total:	\$156,800	\$212,000
Date approved	Yea:	Nay:
IC Chair – Julie Estey		
IC Treasurer – Joel Groves		