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Northwest **Power** and **Conservation** Council

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June 4, 2024

DECISION MEMORANDUM

TO: Council Members

FROM: Jennifer Light, Director of Power Planning

SUBJECT: Approval of Power Division Advisory Committee Charter Renewals

PROPOSED ACTION: Staff is seeking two separate decisions from the Council:

- 1). Renew the charters of the following advisory committees: Conservation Resources Advisory Committee, Demand Forecast Advisory Committee, Demand Response Advisory Committee, Fuels Advisory Committee, Generating Resources Advisory Committee, and System Analysis Advisory Committee.
- 2). Renew the revised charter for the Resource Adequacy Advisory Committee.

SIGNIFICANCE: The Northwest Power Act authorizes the Council to establish such voluntary advisory committees as it determines are necessary or appropriate to assist in its development of the regional power plan and in carrying out its other functions and responsibilities. Staff is seeking renewal of all existing advisory committees, including a revised structure to the Resource Adequacy Advisory Committee in response to conversations with the Bonneville Power Administration.

BUDGETARY/ECONOMIC IMPACTS

Each advisory committee charter includes the estimated costs to the Council for organizing, facilitating, and chairing the advisory committee meetings.

BACKGROUND

Proposed Action 1: Staff recommends the Council renew the charters for the CRAC, DFAC, DRAC, FAC, GRAC, and SAAC, as attached.

As noted above, the Northwest Power Act authorizes the Council to establish such voluntary advisory committees, and under Section 4(a)(4) of the Act, the terms of the Federal Advisory committee Act (FACA) apply to the extent appropriate to the Council's advisory committees. Pursuant to FACA, a charter is required for each advisory committee to meet, and the charters terminate two years after the effective date, unless renewed. The Council last renewed these advisory committee charters in June 2022: the Conservation Resources Advisory Committee (CRAC), Demand Forecast Advisory Committee (DFAC), Demand Response Advisory Committee (DRAC), Generating Resources Advisory Committee (GRAC), and System Analysis Advisory Committee (SAAC). Also in June 2022, the Council chartered the newly formed Fuels Advisory Committee (FAC), which was a replacement to the previous Natural Gas Advisory Committee with an expanded scope to cover other fuels (for example, hydrogen). The Council utilized these advisory committees throughout implementation of the 2021 Power Plan and believes all these advisory committees will continue to provide valuable input and perspective to the Council through the development of the upcoming ninth power plan.

Attached are copies of the charters for each advisory committee up for renewal. Minor updates were made to the estimated operating cost provision to align with the proposed budget for the next two fiscal years. The charters are substantively alike, and therefore, so are the edits made. All charters have been prepared in accordance with the Northwest Power Act, FACA and the Council's policy on advisory committees.

Proposed Action 2: Staff recommends the Council renew the charter of the RAAC, including the proposed structural changes to the committee.

The Resource Adequacy Advisory Committee (RAAC) has historically been a uniquely structured advisory committee. In 2005, the Council and Bonneville created the Resource Adequacy Forum to aid the Council in developing an adequacy standard for the regional power supply and to use that standard to annually evaluate the adequacy of the supply. With this came a unique steering and technical committee, with each having one co-chair from the Council and one co-chair from Bonneville. Eventually, the Council chose to convert this ad-hoc Forum into the RAAC – a more formally defined committee with federal guidelines regarding membership and function. When moving to an advisory committee, the Council kept many of the unique structural elements from the Forum.

Over the years, the RAAC has functioned more and more like the Council's other power plan advisory committees, with Council staff driving most of the agenda preparation and management for both the technical and steering committees. Given this, Bonneville recommended it was time to move away from this unique structure of a Council and Bonneville co-chaired committee to one that is more consistent with other advisory committees. Bonneville recommended this change simply to reflect the realities of how

the committee has operated over the past several years, not as a reflection on their commitment to the work. Bonneville continues to be fully committed to resource adequacy and engaging in this committee.

Staff agrees that moving away from this unique co-chair structure makes sense but recommends keeping other elements of the RAAC. Specifically, staff recommends keeping the steering committee and technical committee structure. The bulk of the advisory committee work is done at the technical committee, which staff recommends will be co-chaired by Council staff (consistent with other advisory committees). The technical committee will collect and review data to support enhancement of tool development and robust adequacy analysis. The steering committee would continue to provide value by advising the Council on policy related recommendations around regional resource adequacy assessments. Staff recommends continuing the structure of having one co-chair from the Council and another co-chair from the region for the steering committee, which could include Bonneville, as well as utilities or other entities such as the Wester Resource Adequacy Program. This approach is consistent with the RTF Policy Advisory Committee, another advisory committee that is focused on more policy related questions. Staff would continue to support the steering committee and co-chairs in developing agendas and facilitating meetings.

With these recommendations, staff updated the proposed charter to provide for more consistency with other advisory committees. This includes removing a subcommittee format not used in the RAAC for many years and not used in other advisory committees. It also includes updating the approach to member selection consistent with the Council's other advisory committees. Staff recommends the Council renew the RAAC charter with these proposed changes.

ALTERNATIVES

The Council could choose to not renew the charters for the CRAC, DFAC, DRAC, FAC, GRAC, and SAAC, and seek advice and input by soliciting feedback individually rather than meeting collectively in an advisory committee meeting. However, that approach would lack transparency and the benefits accrued from hosting collaborative discussions with regional experts in committee meetings.

Regarding the second proposed action, the Council could propose renewing the RAAC without the proposed changes, continuing the previous approach. This would require following up with Bonneville to identify co-chairs, as well as finalize the member list for future Council approval. Alternatively, the Council could choose not to renew the RAAC charter at all, and seek advice and input by soliciting feedback individually, but this approach would lack the benefits noted above.

ATTACHMENTS

Proposed charters up for renewal: CRAC, DFAC, DRAC, FAC, GRAC, and SAAC
Proposed updated RAAC charter for renewal, including proposed edits

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June 2024

CHARTER OF THE CONSERVATION RESOURCES ADVISORY COMMITTEE

1. **Official Designation:** This advisory committee will be known as the Northwest Power and Conservation Council's Conservation Resources Advisory Committee.
2. **Background:** The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. §839 et seq. (Act), in Section 4(e)(1), requires the Pacific Northwest Electric Power and Conservation Planning Council (Council) to prepare and adopt a regional conservation and electric power plan that gives priority to resources that the Council determines to be cost-effective. To determine the cost-effectiveness of new resources, it is necessary to estimate the performance, cost, and availability of new resources potentially available to the region. The Conservation Resources Advisory Committee will assist in the development of reasonable estimates of the performance, cost, and availability of new conservation resources and improvements to the efficiency of the electric power system.

In order to facilitate the development of those resources that the Council determines to be desirable components of the region's future resource mix, the Council must also understand barriers that may exist to the development of these resources, and policies and actions that might be implemented to resolve these barriers. Such policies and actions constitute the research and development element of the power plan called for in the Act. The Conservation Resources Advisory Committee will assist the Council in the identification of barriers to the development of resources and policies and actions to address these barriers.

This advisory committee is established as part of a network of advisory committees satisfying the Council's obligation under the Act to establish a Scientific and Statistical Advisory Committee. Section 4(c)(11). Under Section 4(a)(4) of the Act, the terms of the Federal Advisory Committee Act, 5 U.S.C. Appendix I, Sections 1-14, apply "to the extent appropriate" to the Council's advisory committees.

3. **Objectives and Scope of Activity:** The Conservation Resources Advisory Committee will advise the Council during the update and implementation of the regional Power Plan by:
 - (A) Assisting the Council in assessing: 1) the current performance, cost, and availability of conservation resources; 2) technology development trends; and 3) the effect of these trends on the future performance, cost and availability of conservation resources.

- (B) Assisting the Council in identifying technical, cost, environmental, institutional, and other barriers to the development of conservation resources.
 - (C) Assisting the Council in developing policies and actions to resolve barriers to the development of conservation resources.
 - (D) Assisting the Council by providing feedback and suggestions for improving the effectiveness of the conservation resource development programs and activities in the region. Assisting the Council in implementing elements of the 2021 Plan conservation program.
 - (E) Assisting the Council in development of the next plan's assessment of regional conservation potential.
 - (F) Assisting the Council in development of the next plan's conservation program.
4. Official to Whom the Advisory Committee Reports: The Conservation Resources Advisory Committee will report to the Council's Power Division Director.
 5. Authority of the Advisory Committee: The Conservation Resources Advisory Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make statements or commitments on behalf of the Council. Non-staff members of the Committee are not Council employees.
 6. Estimated Annual Operating Costs: The estimated annual operating costs, including expense reimbursement, meeting, and contract support is approximately five-thousand dollars (\$5,000) per year, and six staff days to organize, prepare, facilitate, and attend committee meetings.
 7. Advisory Committee Members: Every two years, the chair of the advisory committee, in consultation with the Director of the Power Planning Division will solicit technical experts to participate on the advisory committee from a wide range of regional stakeholders. The Council's Executive Director shall approve the participants and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.

Committee members shall be selected based primarily on their technical expertise and experience. Members may include representatives from electric and gas public and private utilities, state energy offices, Bonneville Power Administration, the Energy Trust of Oregon, non-utility program implementers, state utility regulatory offices, trade associations, energy efficiency industry firms, public interest groups, and the general public. All committee members serve at the pleasure of the Council.

If a member is unable to complete the two-year term, the organization the member is affiliated with may designate another person to serve for the remainder of the term. All replacement members must be approved by the Director of the Power Planning Division.

If a request for membership is submitted during the two-year term by a person or organization that is not currently represented on the Committee, that request for membership must be approved by the Executive Director, with input from the Director of the Power Planning Division. The Council will be timely notified of the updated membership.

If a member is unable to attend a particular committee meeting, that member may designate another person from his/her organization to attend in his/her place. Members may also participate in committee meetings remotely via webinar or telephone.

8. Advisory Committee Management Officer: The Advisory Committee Management Officer

(Management Officer) for the Conservation Resources Advisory Committee will be the Director of the Council's Power Planning Division.

9. Chair:

- (A) The Chair of the Conservation Resources Advisory Committee will be selected by the Executive Director of the Council.
- (B) The Chair may be called upon to report to the Executive Director of the Council on appropriate matters, including the Advisory Committee's progress on the tasks described in Part 3 of this Charter.
- (C) The duties of the Chair will include presiding over Conservation Resources Advisory Committee meetings, setting agendas for such meetings, ensuring that detailed minutes of such meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the Committee and the Council's staff.
- (D) The Chair will certify detailed minutes of meetings of the Conservation Resources Advisory Committee. The minutes should include time, date, and place of meeting; a list of persons present at the meeting, including advisory committee members, staff, Council members and members of the public who presented oral or written statements; an accurate summary of matters discussed, conclusions reached, and actions taken; and, copies of written statements made by members of the public, reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless the Management Officer grants an extension. The Chair will post the minutes of each meeting on the Committee meeting agenda webpage.
- (E) Subcommittees or small workgroups of the Conservation Resources Advisory Committee may be established by the Chair of the Committee to undertake particular aspects of the Committee's work.
- (F) Methods for organizing the work and procedures of the Committee must follow the scope of responsibilities assigned to the Committee by the Council. Council staff will make arrangements for Committee meetings and provide general support services.

10. Vice-Chair:

- (A) The Vice-Chair of the Conservation Resources Advisory Committee will be selected by the Executive Director of the Council.
- (B) The Vice-Chair will perform the duties of the Chair of the Committee in the absence of the Chair, and such other duties as the Chair of the Committee may assign.

11. Rules: The advisory committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the Conservation Resources Advisory Committee to the extent such matters are not covered in this Charter.

12. Estimated Frequency of Committee Meetings: The Chair of the Conservation Resources Advisory Committee, after consultation with the Management Officer, or his or her designee, will call meetings as necessary. It is estimated that two committee meetings over two years will be held. Additional subcommittee meetings may also be held. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. §552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend Committee meetings and appear before or file statements with the Committee pursuant to the Council's advisory committee rules and subject to such other rules as the Council may prescribe.

13. Reimbursement of Expenses: For purposes of attending Committee meetings, the Council may reimburse members of the Conservation Resources Advisory Committee for travel, including

per diem in lieu of subsistence, in accordance with the Council's travel policy and as authorized by 5 U.S.C. §5703. The Executive Director shall determine who may receive reimbursement.

14. Duration: The Conservation Resources Advisory Committee will terminate two years from the date this Charter is adopted, unless renewed in accordance with the Federal Advisory Committee Act.

This Charter for the Conservation Resources Advisory Committee was approved and adopted at a duly noticed meeting of the Northwest Power and Conservation Council on June 15, 2022.

Jeff Allen, Chair

Date Filed: June 2024

Jeffery C. Allen
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June 2024

CHARTER OF THE DEMAND FORECASTING ADVISORY COMMITTEE

1. Official Designation: This advisory committee will be known as the Northwest Power and Conservation Council's Demand Forecasting Advisory Committee.
2. Background: The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. 839 et seq. (Act), in Section 4(e)(3)(D), requires the Pacific Northwest Electric Power and Conservation Planning Council (Council) to develop "a regional conservation and electric power plan." The plan is to include a twenty year forecast of electricity demands and a resource plan for the development of conservation and generation to meet the demand at the lowest cost consistent with adequate and reliable electricity service. The Demand Forecasting Advisory Committee is being formed to assist the Council in its development of the Pacific Northwest Conservation and Electric Power Plan by advising on important assumptions and analyses regarding the future demand for electricity in the region.

This advisory committee is established as part of a network of advisory committees satisfying the Council's obligation under the Act to establish a Scientific and Statistical Advisory Committee. Section 4(c)(11). Under section 4(a)(4) of the Act, the terms of the Federal Advisory Committee Act, 5 U.S.C. Appendix I, sections 1-14, apply "to the extent appropriate" to the Council's advisory committees.

3. Objectives and Scope of Activity: The Demand Forecasting Advisory Committee will advise the Council on subjects related to forecasting the region's future demand for electricity. The committee will assist the Council in:
 - (A) Evaluating analytical tools and assumptions related to forecasting the demand for electricity;
 - (B) Advising on designing studies related to forecasting the demand for electricity;
 - (C) Identifying sources of information and data about the demand for electricity and its determinants;
 - (D) Identifying significant changes in electricity markets and their implications for the future demand for electricity and the future price of electricity;
 - (E) Reviewing and interpreting other forecasts of future demand for electricity;
 - (F) Reviewing power planning assumptions or studies that may impact the forecast of electricity demand.

4. Official to Whom the Advisory Committee Reports: The Demand Forecasting Advisory Committee will report to the Council's Director of Power Planning.
5. Authority of the Advisory Committee: The Demand Forecasting Advisory Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make statements or commitments on behalf of the Council. Non-staff members of the Committee are not Council employees.
6. Estimated Annual Operating Costs: The estimated annual operating cost, including expense reimbursement, meeting, and contract support is approximately \$5,000 per year, plus one month of staff time to prepare, organize, facilitate, and attend committee meetings.
7. Advisory Committee Members: Every two years, the chair of the advisory committee, in consultation with the Director of the Power Planning Division will solicit technical experts to participate on the advisory committee from a wide range of regional stakeholders. The Council's Executive Director shall approve the participants and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.

Committee members shall be selected based primarily on their technical expertise and experience. Members may include representatives from electric and gas public and private utilities, state energy offices, Bonneville Power Administration, the Energy Trust of Oregon, non-utility program implementers, state utility regulatory offices, trade associations, energy efficiency industry firms, public interest groups, and the general public. All committee members serve at the pleasure of the Council.

If a member is unable to complete the two year term, the organization the member is affiliated with may designate another person to serve for the remainder of the term. All replacement members must be approved by the Director of the Power Planning Division.

If a request for membership is submitted during the two year term by a person or organization that is not currently represented on the Committee, that request for membership must be approved by the Executive Director, with input from the Director of the Power Planning Division. The Council will be timely notified of the updated membership.

If a member is unable to attend a particular committee meeting, that member may designate another person from his/her organization to attend in his/her place. Members may also participate in committee meetings remotely via webinar or telephone.

8. Advisory Committee Management Officer: The Advisory Committee Management Officer (Management Officer) for the Demand Forecasting Advisory Committee will be the Director of the Council's Power Planning Division. The Management Officer will designate members of the Council's staff to coordinate and attend meetings of the Committee.
9. Chair:
 - (A) The Chair of the Demand Forecasting Advisory Committee will be selected by the Executive Director of the Council.
 - (B) The Chair may be called upon to report to the Executive Director of the Council on appropriate matters, including the Advisory Committee's progress on the tasks described in Part 3 of this Charter.
 - (C) The duties of the Chair will include presiding over Demand Forecasting Advisory Committee meetings, setting agendas for such meetings, ensuring that detailed minutes of such meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the Committee and the Council's staff.

(D) The Chair will certify detailed minutes of meetings of the Demand Forecast Advisory Committee. The minutes should include time, date, and place of meetings; a list of persons present at the meeting, including advisory committee members, staff, Council members, and members of the public who presented oral or written statements; an accurate summary of matters discussed, conclusions reached, and actions taken; and, copies of written statements made by members of the public, reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless the Management Officer grants an extension. The Chair will post the minutes of each meeting on the Committee meeting agenda webpage.

(E) Subcommittees or small workgroups of the Demand Forecasting Advisory Committee may be established by the Chair of the Committee to undertake particular aspects of the Committee's work, and any such subcommittees established must report back to the Committee. .

(F) Methods for organizing the work and procedures of the Committee must follow the scope of responsibilities assigned to the Committee by the Council. Council staff will make arrangements for Committee meetings and provide general support services.

10. Vice-Chair:

(A) The Vice-Chair of the Demand Forecasting Advisory Committee may be selected by the Executive Director of the Council.

(B) The Vice-Chair will perform the duties of the Chair of the Committee, in the absence of the Chair, and such other duties as the Chair of the Committee may assign.

11. Rules: The advisory committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the Demand Forecasting Advisory Committee to the extent such matters are not covered in this Charter.

12. Estimated Frequency of Committee Meetings: The Chair of the Demand Forecasting Advisory Committee, after consultation with the Management Officer, or his or her designee, will call meetings as necessary. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. § 552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend Committee meetings and appear before or file statements with the Committee pursuant to the Council's advisory committee rules and subject to such other rules as the Council may prescribe.

13. Reimbursement of Expenses: For purposes of attending Committee meetings, the Council may reimburse members of the Generating Resources Advisory Committee for travel, including per diem in lieu of subsistence, in accordance with the Council's travel policy and as authorized by 5 U.S.C. § 5703. The Executive Director shall determine who may receive reimbursement.

14. Duration: The Demand Forecasting Advisory Committee will terminate two years from the date this Charter is adopted, unless renewed in accordance with the Federal Advisory Committee Act.

This Charter for the Demand Forecasting Advisory Committee was approved and adopted at a duly called meeting of the Northwest Power and Conservation Council on June 12, 2024.

Jeff Allen, Chair

Date Filed: June 2024

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June 2024

CHARTER OF THE DEMAND RESPONSE ADVISORY COMMITTEE

1. **Official Designation:** This advisory committee will be known as the Northwest Power and Conservation Council's Demand Response Advisory Committee.
2. **Background:** The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. §839 et seq. (Act), in Section 4(e)(3)(D), requires the Pacific Northwest Electric Power and Conservation Planning Council (Council) to prepare and adopt a regional conservation and electric power plan that gives priority to resources that the Council determines to be cost-effective. To determine the cost-effectiveness of new resources, it is necessary to estimate the performance, cost, and availability of new resources potentially available to the region. The Demand Response Advisory Committee will assist in the development of reasonable estimates of the performance, cost, and availability of new demand response resources and improvements to the efficiency of the electric power system.

In order to facilitate the development of those resources that the Council determines to be desirable components of the region's future resource mix, the Council must also understand barriers that may exist to the development of these resources, and policies and actions that might be implemented to resolve these barriers. Such policies and actions constitute the research and development element of the power plan called for in the Act. The Demand Response Advisory Committee will assist the Council in the identification of barriers to the development of resources and policies and actions to address these barriers.

This advisory committee is established as part of a network of advisory committees satisfying the Council's obligation under the Act to establish a Scientific and Statistical Advisory Committee. Section 4(c)(11). Under Section 4(a)(4) of the Act, the terms of the Federal Advisory Committee Act, 5 U.S.C. Appendix I, Sections 1-14, apply "to the extent appropriate" to the Council's advisory committees.

3. **Objectives and Scope of Activity:** The Demand Response Advisory Committee will advise the Council during the update and implementation of the regional Power Plan by:

- (A) Assisting the Council in identifying technical, cost, environmental, institutional, contractual and other barriers to the development of demand response.
 - (B) Assisting the Council in developing policies and actions to resolve barriers to the development of demand response.
 - (C) Assisting the Council by providing feedback and suggestions for improving the effectiveness of the demand response resource development programs and activities in the region, including the evaluation of these resources and the interplay between demand response and energy efficiency.
 - (D) Assisting the Council in implementing elements of the 2021 Plan demand response action items, including tracking the implementation of demand response programs across the region.
 - (E) Assisting the Council in assessing: 1) the current performance, cost and availability of demand response; 2) technology development trends; and 3) the effect of these trends on the future performance, cost, and availability of demand response resources.
 - (F) Assisting the Council in development of the next power plan assessment of regional demand response potential.
 - (G) Assisting the Council in development of demand response action items for the next power plan.
4. Official to Whom the Advisory Committee Reports: The Demand Response Advisory Committee will report to the Council's Director of Power Planning.
 5. Authority of the Advisory Committee: The Demand Response Advisory Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make statements or commitments on behalf of the Council. Non-staff members of the Committee are not Council employees.
 6. Estimated Annual Operating Costs: The estimated annual operating costs, including expense reimbursement, meeting and contract support, is approximately five-thousand dollars (\$5,000) per year; and thirty staff days to prepare, organize, facilitate, and attend committee meetings.
 7. Advisory Committee Members: Every two years, the chair of the advisory committee, in consultation with the Director of the Power Planning Division will solicit technical experts to participate on the advisory committee from a wide range of regional stakeholders. The Council's Executive Director shall approve the participants and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.

Committee members shall be selected based primarily on their technical expertise and experience. Members may include representative from electric and gas public and private utilities, state energy offices, Bonneville Power Administration, the Energy Trust of Oregon, non-utility program implementers, state utility regulatory offices, trade associations, energy efficiency industry firms, public interest groups, and the general public. All committee members serve at the pleasure of the Council.

If a member is unable to complete the two year term, the organization the member is affiliated with may designate another person to serve for the remainder of the term. All replacement members must be approved by the Director of the Power Planning Division.

If a request for membership is submitted during the two year term by a person or organization that

is not currently represented on the Committee, that request for membership must be approved by the Executive Director, with input from the Director of the Power Planning Division. The Council will be timely notified of the updated membership.

If a member is unable to attend a particular committee meeting, that member may designate another person from his/her organization to attend in his/her place. Members may also participate in committee meetings remotely via webinar or telephone.

8. Advisory Committee Management Officer: The Advisory Committee Management Officer (Management Officer) for the Demand Response Advisory Committee will be the Director of the Power Planning Division.

9. Chair:
(A) The Chair of the Demand Response Advisory Committee will be selected by the Executive Director of the Council.

(B) The Chair may be called upon to report to the Executive Director of the Council on appropriate matters, including the Advisory Committee's progress on the tasks described in Part 3 of this Charter.

(C) The duties of the Chair will include presiding over Demand Response Advisory Committee meetings, setting agendas for such meetings, ensuring that detailed minutes of such meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the Committee and the Council's staff.

(D) The Chair will certify detailed minutes of meetings of the Demand Response Advisory Committee. The minutes should include time, date, and place of meetings; a list of persons present at the meeting including, advisory committee members, staff, Council members, and members of the public who presented oral or written statements; an accurate summary of matters discussed, conclusions reached, and actions taken; and, copies of written statements made by members of the public, reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless the Management Officer grants an extension. The Chair will post the minutes of each meeting on the Committee meeting agenda webpage.

(E) Subcommittees or small workgroups of the Demand Response Advisory Committee may be established by the Chair of the Committee to undertake particular aspects of the Committee's work, and any such subcommittees established must report back to the Committee.

(F) Methods for organizing the work and procedures of the Committee must follow the scope of responsibilities assigned to the Committee by the Council. Council staff will make arrangements for Committee meetings and provide general support services.

10. Vice-Chair:
(A) The Vice-Chair of the Demand Response Advisory Committee will be selected by the Executive Director of the Council.

(B) The Vice-Chair will perform the duties of the Chair of the Committee in the absence of the Chair, and such other duties as the Chair of the Committee may assign.

11. Rules: The advisory committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the Demand Response Advisory Committee to the extent such matters are not covered in this Charter.

12. Estimated Frequency of Committee Meetings: The Chair of the Demand Response Advisory Committee, after consultation with the Management Officer, or his or her designee, will call meetings as necessary. It is estimated that eight committee meetings over two years will be

held. Additional subcommittee meetings may also be held. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. §552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend Committee meetings and appear before or file statements with the Committee pursuant to the Council's advisory committee rules and subject to such other rules as the Council may prescribe.

13. Reimbursement of Expenses: For purposes of attending Committee meetings, the Council may reimburse members of the Demand Response Advisory Committee for travel, including per diem in lieu of subsistence, in accordance with the Council's travel policy and as authorized by 5 U.S.C. §5703. The Executive Director shall determine who may receive reimbursement.
14. Duration: The Demand Response Advisory Committee will terminate two years from the date this Charter is adopted, unless renewed in accordance with the Federal Advisory Committee Act.

This Charter for the Demand Response Advisory Committee was approved and adopted at a duly noticed meeting of the Northwest Power and Conservation Council on June 12, 2024.

Jeff Allen, Chair

Date Filed: June 2024

Jeffery C. Allen
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June 2024

CHARTER OF THE FUELS ADVISORY COMMITTEE

1. **Official Designation:** This advisory committee will be known as the Northwest Power and Conservation Council's Fuels Advisory Committee.
2. **Background:** The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. §839 *et seq.* (Act), in Section 4(d)(1), requires the Pacific Northwest Electric Power and Conservation Planning Council (Council) to develop “a regional conservation and electric power plan.” The plan is to include a twenty-year forecast of electricity demand and a resource plan for the development of conservation and generation to meet the demand at the lowest cost consistent with adequate and reliable electricity service.

The US Energy Information Administration (EIA.gov) defines *Fuel* as “any material substance that can be consumed to supply heat or power. Included are petroleum, coal, and natural gas (the fossil fuels) and other consumable materials, such as uranium, biomass, and hydrogen.” The *Fuel Cycle* is defined as “the entire set of sequential processes or stages involved in the utilization of fuel, including extraction, transformation, transportation, and combustion. Emissions generally occur at each stage of the fuel cycle.”

Fuels, including natural gas, and the fuel cycle play an important role in both the forecast of electricity demands and the cost of electricity generation. The Fuels Advisory Committee is being formed to assist the Council in the development and implementation of the Northwest Conservation and Electric Power Plan (power plan) by advising on important assumptions and analyses regarding fuels in the region and the associated fuel cycle.

This advisory committee is established as part of a network of advisory committees satisfying the Council's obligation under the Act to establish a Scientific and Statistical Advisory Committee. Section 4(c)(11). Under Section 4(a)(4) of the Act, the terms of the Federal Advisory Committee Act, 5 U.S.C. Appendix I, sections 1-14, apply “to the extent appropriate” to the Council's advisory committees.

3. **Objectives and Scope of Activity:** The Fuels Advisory Committee will advise the Council during the development and implementation of its power plan of changing conditions in the fuels markets and their implications for the Council’s plan by:
 - (A) Assisting the Council in identifying significant changes in fuel markets and their implications for future supplies, prices, and emissions;

- (B) Providing guidance on the availability and deliverability of fuels to electric generation plants as part of the assessment of resource adequacy;
 - (C) Helping to identify the impacts of new or alternative fuels, including renewable natural gas and other biofuels, and hydrogen on the regional energy system;
 - (D) Assisting the Council in evaluating new analytical tools, and advising on the most appropriate study designs; and
 - (E) Helping to identify sources of information and data, and suggesting ways that energy utilities can cooperate in analysis and planning.
4. Official to Whom the Advisory Committee Reports: The Fuels Advisory Committee will report to the Council's Director of Power Planning.
 5. Authority of the Advisory Committee: The Fuels Advisory Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make statements or commitments on behalf of the Council. Non-staff members of the Committee are not Council employees.
 6. Estimated Annual Operating Cost: The estimated annual operating costs, including expense reimbursement, meeting and contract support is approximately five-thousand dollars (\$5,000) per year, and two weeks of staff time per year to prepare, organize, facilitate, and attend meetings.
 7. Advisory Committee Members: Every two years, the chair of the advisory committee, in consultation with the Director of the Power Planning Division will solicit technical experts to participate on the advisory committee from a wide range of regional stakeholders. The Council's Executive Director shall approve the participants and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.

Committee members shall be selected based primarily on their technical expertise and experience. Members may include representatives from electric and gas public and private utilities, state energy offices, Bonneville Power Administration, the Energy Trust of Oregon, non-utility program implementers, state utility regulatory offices, trade associations, energy efficiency industry firms, public interest groups, and the general public. All committee members serve at the pleasure of the Council.

If a member is unable to complete the two year term, the organization the member is affiliated with may designate another person to serve for the remainder of the term. All replacement members must be approved by the Director of the Power Planning Division.

If a request for membership is submitted during the two year term by a person or organization that is not currently represented on the Committee, that request for membership must be approved by the Executive Director, with input from the Director of the Power Planning Division. The Council will be timely notified of the updated membership.

If a member is unable to attend a particular committee meeting, that member may designate another person from his/her organization to attend in his/her place. Members may also participate in committee meetings remotely via webinar or telephone.

8. Advisory Committee Management Officer: The Advisory Committee Management Officer (Management Officer) for the Fuels Advisory Committee will be the Director of the Council's Power Planning Division. The Management Officer will designate members of the Council's staff to coordinate and attend meetings of the Committee.
9. Chair:

(A) The Chair of the Fuels Advisory Committee will be selected by the Executive Director of the Council.

(B) The Chair may be called upon to report to the Executive Director of the Council on appropriate matters, including the Advisory Committee's progress on the tasks described in Part 3 of this Charter.

(C) The duties of the Chair will include presiding over the Fuels Advisory Committee meetings, setting agendas for meetings, ensuring that detailed minutes of meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the Committee and the Council's staff.

(D) The Chair will certify detailed minutes of meetings of the Fuels Advisory Committee. The minutes should include time, date and place of meetings; a list of persons present at the meeting, including advisory committee members, staff, Council members, and members of the public who presented oral or written statements; an accurate summary of matters discussed, conclusions reached, and actions taken; and, copies of written statements made by members of the public, reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless the Management Officer grants an extension. The Chair will post the minutes of each meeting on the Committee meeting agenda webpage.

(E) Subcommittees or small workgroups of the Fuels Advisory Committee may be established by the Chair of the Committee to undertake particular aspects of the Committee's work, and any such subcommittees established must report back to the Committee.

(F) Methods for organizing the work and procedures of the Committee must follow the scope of responsibilities assigned to the Committee by the Council. Council staff will make arrangements for Committee meetings and provide general support services.

10. Vice-Chair:

(A) A Vice-Chair of the Fuels Advisory Committee may be appointed from Council staff by the Council's Executive Director.

(B) The Vice-Chair will perform the duties of the Chair of the Committee in the absence of the Chair, and such other duties as the Chair of the Committee may assign.

11. Rules: The advisory committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the Fuels Advisory Committee to the extent such matters are not covered in this Charter.

12. Estimated Frequency of Committee Meetings: The Chair of the Fuels Advisory Committee, after consultation with the Management Officer, or his or her designee, will call meetings as necessary. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. §552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend Committee meetings and appear before or file statements with the Committee pursuant to the Council's advisory committee rules and subject to such other rules as the Council may prescribe.

13. Reimbursement of Expenses: For purposes of attending Committee meetings, the Council may reimburse members of the Fuels Advisory Committee for travel, including per diem in lieu of subsistence, in accordance with the Council's travel policy and as authorized by 5 U.S.C. §5703. The Executive Director shall determine who may receive reimbursement.

14. Duration: The Fuels Advisory Committee will terminate two years from the date this Charter is adopted unless renewed in accordance with the Federal Advisory Committee Act.

This charter for the Fuels Advisory Committee was approved and adopted at a duly called meeting of the Northwest Power and Conservation Council on June 12, 2024.

Jeff Allen, Chair

Date Filed: June 2024

Jeffery C. Allen
Chair
Idaho

Ed Schriever
Idaho

Doug Grob
Montana

Mike Milburn
Montana



Northwest Power and Conservation Council

KC Golden
Vice Chair
Washington

Thomas L (Les) Purce
Washington

Ginny Burdick
Oregon

Louie Pitt, Jr.
Oregon

June 2024

CHARTER OF THE GENERATING RESOURCES ADVISORY COMMITTEE

1. Official Designation: This advisory committee will be known as the Northwest Power and Conservation Council's Generating Resources Advisory Committee.
2. Background: The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. §839 *et seq.* (Act), in Section 4(d)(1), requires the Pacific Northwest Electric Power and Conservation Planning Council (Council) to develop "a regional conservation and electric power plan." The plan is to include a twenty-year forecast of electricity demand and a resource plan for the development of conservation and generation to meet the demand at the lowest cost consistent with adequate and reliable electricity service. The Generating Resources Advisory Committee will assist the Council in its development and implementation of the Northwest Conservation and Electric Power Plan (power plan) by advising on data, assumptions and analyses regarding generating resources.

This advisory committee is established as part of a network of advisory committees satisfying the Council's obligation under the Act to establish a Scientific and Statistical Advisory Committee. Section 4(c)(11). Under Section 4(a)(4) of the Act, the terms of the Federal Advisory Committee Act, 5 U.S.C. Appendix I, sections 1-14, apply "to the extent appropriate" to the Council's advisory committees.

3. Objectives and Scope of Activity: The Generating Resources Advisory Committee will advise the Council regarding utility-scale and distributed generating resource and technology alternatives having significance to the development and implementation of the power plan. Activities of the Committee will include:
 - (A) Assisting in the identification of generating resources and technology alternatives having significance to the power plan and its implementation. In addition, assisting in the identification and tracking of emerging technologies with the potential to play a role in the future power system.
 - (B) Assisting in the identification of sources of technical, cost, environmental and other important information concerning significant generating resources and technology alternatives.
 - (C) Reviewing the information and assumptions concerning generating resources and

technology alternatives.

- (D) Reviewing and interpreting the analyses concerning generating resources and technology alternatives undertaken for development of the power plan.
 - (E) Reviewing and interpreting the analyses regarding policies affecting the development of new generating resources and the operation of existing resources, for example state climate and energy policies.
4. Official to Whom the Advisory Committee Reports: The Generating Resources Advisory Committee will report to the Council's Director of Power Planning.
 5. Authority of the Advisory Committee: The Generating Resources Advisory Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make statements or commitments on behalf of the Council. Non-staff members of the Committee are not Council employees.
 6. Estimated Annual Operating Costs : The estimated annual operating costs, including expense reimbursement, meeting and contract support, is approximately five-thousand dollars (\$5,000) per year; and thirty staff days to organize, prepare, facilitate, and attend committee meetings.
 7. Advisory Committee Members: Every two years, the chair of the advisory committee, in consultation with the Director of the Power Planning Division will solicit technical experts to participate on the advisory committee from a wide range of regional stakeholders. The Council's Executive Director shall approve the participants and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.

Committee members shall be selected based primarily on their technical expertise and experience. Members may include representatives from electric and gas public and private utilities, state energy offices, Bonneville, the Energy Trust of Oregon, non-utility program implementers, state utility regulatory offices, trade associations, energy efficiency industry firms, public interest groups, and the general public. All committee members serve at the pleasure of the Council.

If a member is unable to complete the two year term, the organization the member is affiliated with may designate another person to serve for the remainder of the term. All replacement members must be approved by the Director of the Power Planning Division.

If a request for membership is submitted during the two year term by a person or organization that is not currently represented on the Committee, that request for membership must be approved by the Executive Director, with input from the Director of the Power Planning Division. The Council will be timely notified of the updated membership.

If a member is unable to attend a particular committee meeting, that member may designate another person from his/her organization to attend in his/her place. Members may also participate in committee meetings remotely via webinar or telephone.

8. Advisory Committee Management Officer: The Advisory Committee Management Officer (Management Officer) for the Generating Resources Advisory Committee will be the Director of the Council's Power Planning Division.
9. Chair:
 - (A) The Chair of the Generating Resources Advisory Committee will be selected by the Executive Director of the Council.

- (B) The Chair may be called upon to report to the Executive Director of the Council on appropriate matters, including the Advisory Committee's progress on the tasks described in Part 3 of this Charter.
 - (C) The duties of the Chair will include presiding over Generating Resources Advisory Committee meetings, setting agendas for such meetings, ensuring that detailed minutes of such meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the Committee and the Council's staff.
 - (D) The Chair will certify detailed minutes of meetings of the Generating Resources Advisory Committee. The minutes should include time, date, and place of meetings; a list of persons present at the meeting, including advisory committee members, staff, Council members, and members of the public who presented oral or written statements; an accurate summary of matters discussed, conclusions reached, and actions taken; and copies of written statements made by members of the public, reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless the Management Officer grants an extension. The Chair will post the minutes of each meeting on the Committee meeting agenda webpage.
 - (E) Subcommittees or small workgroups of the Generating Resources Advisory Committee may be established by the Chair of the Committee to undertake particular aspects of the Committee's work.
 - (F) Methods for organizing the work and procedures of the Committee must follow the scope of responsibilities assigned to the Committee by the Council. Council staff will make arrangements for Committee meetings and provide general support services.
10. Vice-Chair:
- (A) A Vice-Chair of the Generating Resources Advisory Committee may be appointed from Council staff by the Council's Executive Director.
 - (B) The Vice-Chair will perform the duties of the Chair of the Committee in the absence of the Chair, and such other duties as the Chair of the Committee may assign.
11. Rules: The advisory committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the Generating Resources Advisory Committee to the extent such matters are not covered in this Charter.
12. Estimated Frequency of Committee Meetings: The Chair of the Generating Resources Advisory Committee, after consultation with the Management Officer, or his/her designee, will call meetings as necessary. The estimated frequency of meetings during development of a power plan is quarterly. The estimated frequency of meetings during implementation of a power plan is semi-annual to annual, with additional subgroups of the advisory committee meeting as needed. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. §552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend Committee meetings and appear before or file statements with the Committee pursuant to the Council's advisory committee rules and subject to such other rules as the Council may prescribe.
13. Reimbursement of Expenses: For purposes of attending Committee meetings, the Council may reimburse members of the Generating Resources Advisory Committee for travel, including per diem in lieu of subsistence, in accordance with the Council's travel policy and as authorized by 5 U.S.C. §5703. The Executive Director shall determine who may receive reimbursement.
14. Duration: The Generating Resources Advisory Committee will terminate two years from the date this Charter is adopted unless renewed in accordance with the Federal Advisory Committee Act.

This Charter for the Generating Resources Advisory Committee was approved and adopted at a duly noticed meeting of the Northwest Power and Conservation Council on June 12, 2024.

Jeff Allen, Chair

Date Filed: June 2024

Jeffery C. Allen
Chair
Idaho

Ed Schriever
Idaho

Doug Grob
Montana

Mike Milburn
Montana



Northwest Power and Conservation Council

KC Golden
Vice Chair
Washington

Thomas L (Les) Purce
Washington

Ginny Burdick
Oregon

Louie Pitt, Jr.
Oregon

June 2024

CHARTER OF THE SYSTEM ANALYSIS ADVISORY COMMITTEE

1. Official Designation: This advisory committee will be known as the Northwest Power and Conservation Council's System Analysis Advisory Committee.
2. Background: The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. §839 *et seq.* (Act), in Section 4(d)(1), requires the Pacific Northwest Electric Power and Conservation Planning Council (Council) to develop "a regional conservation and electric power plan." The plan is to include a twenty-year forecast of electricity demand and a resource plan for the development of conservation and generation to meet the demand at the lowest cost, consistent with adequate and reliable electricity service. The System Analysis Advisory Committee will assist the Council in its development and amendment of the Northwest Conservation and Electric Power Plan (power plan) by advising on data, assumptions and analyses regarding power system modeling including resource portfolio and production cost modeling.

This advisory committee is established as part of a network of advisory committees satisfying the Council's obligation under the Act to establish a Scientific and Statistical Advisory Committee. Section 4(c)(11). Under Section 4(a)(4) of the Act, the terms of the Federal Advisory Committee Act, 5 U.S.C. Appendix I, sections 1-14, apply "to the extent appropriate" to the Council's advisory committees.

3. Objectives and Scope of Activity: The System Analysis Advisory Committee will advise the Council regarding power system models having significance to the development and implementation of the power plan. Activities of the committee will include:
 - (A) Reviewing the information and assumptions regarding portfolio modeling.
 - (B) Assisting in developing of parameter and model assumptions for representing power system operations.
 - (C) Reviewing the information and assumptions regarding the wholesale electric power price forecast.
4. Official to Whom the Advisory Committee Reports: The System Analysis Advisory Committee will report to the Council's Director of Power Planning.
5. Authority of the Advisory Committee: The System Analysis Advisory Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make

statements or commitments on behalf of the Council. Non-staff members of the Committee are not Council employees.

6. Estimated Annual Operating Costs: The estimated annual operating costs, including expense reimbursement, meeting, and contract support, is approximately five-thousand dollars (\$5,000) per year for travel, and thirty staff days to organize, prepare, facilitate, and attend committee meetings.
7. Advisory Committee Members: Every two years, the chair of the advisory committee, in consultation with the Director of the Power Planning Division will solicit technical experts to participate on the advisory committee from a wide range of regional stakeholders. The Council's Executive Director shall approve the participants and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.

Committee members shall be selected based primarily on their technical expertise and experience. Members may include representatives from electric and gas public and private utilities, state energy offices, Bonneville Power Administration, the Energy Trust of Oregon, non-utility program implementers, state utility regulatory offices, trade associations, energy efficiency industry firms, public interest groups, and the general public. All committee members serve at the pleasure of the Council.

If a member is unable to complete the two year term, the organization the member is affiliated with may designate another person to serve for the remainder of the term. All replacement members must be approved by the Director of the Power Planning Division.

If a request for membership is submitted during the two year term by a person or organization that is not currently represented on the Committee, that request for membership must be approved by the Executive Director, with input from the Director of the Power Planning Division. The Council will be timely notified of the updated membership.

If a member is unable to attend a particular committee meeting, that member may designate another person from his/her organization to attend in his/her place. Members may also participate in committee meetings remotely via webinar or telephone.

8. Advisory Committee Management Officer: The Advisory Committee Management Officer (Management Officer) for the System Analysis Advisory Committee will be the Director of the Council's Power Planning Division.
9. Chair:
 - (A) The Chair of the System Analysis Advisory Committee will be selected by the Executive Director of the Council.
 - (B) The Chair may be called upon to report to the Executive Director of the Council on appropriate matters, including the Advisory Committee's progress on the tasks described in Part 3 of this Charter.
 - (C) The duties of the Chair will include presiding over System Analysis Advisory Committee meetings, setting agendas for such meetings, ensuring that detailed minutes of such meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the Committee and the Council's staff.
 - (D) The Chair will certify detailed minutes of meetings of the System Analysis Advisory Committee. The minutes should include time, date, and place of meetings; a list of persons present at the meeting, including advisory committee members, staff, Council members, and members of the public who presented oral or written statements; an accurate summary of matters discussed, conclusions reached, and actions taken; and

copies of written statements made by members of the public, reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless the Management Officer grants an extension. The Chair will post the minutes of each meeting on the Committee meeting agenda webpage.

- (E) Subcommittees or small workgroups of the System Analysis Advisory Committee may be established by the Chair of the Committee to undertake particular aspects of the Committee's work.
 - (F) Methods for organizing the work and procedures of the Committee must follow the scope of responsibilities assigned to the Committee by the Council. Council staff will make arrangements for Committee meetings and provide general support services.
10. Vice-Chair:
- (A) A Vice-Chair of the System Analysis Advisory Committee may be appointed from Council staff by the Council's Executive Director.
 - (B) The Vice-Chair will perform the duties of the Chair of the Committee in the absence of the Chair, and such other duties as the Chair of the Committee may assign.
11. Rules: The advisory committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the System Analysis Advisory Committee to the extent such matters are not covered in this Charter.
12. Estimated Frequency of Committee Meetings: The Chair of the System Analysis Advisory Committee, after consultation with the Management Officer, or his or her designee, will call meetings as necessary. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. §552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend Committee meetings and appear before or file statements with the Committee pursuant to the Council's advisory committee rules and subject to such other rules as the Council may prescribe.
13. Reimbursement of Expenses: For purposes of attending Committee meetings, the Council may reimburse members of the System Analysis Advisory Committee for travel, including per diem in lieu of subsistence in accordance with the Council's travel policy for contractors and as authorized by 5 U.S.C. §5703. The Executive Director shall determine who may receive reimbursement.
14. Duration: The System Analysis Advisory Committee will terminate two years from the date this Charter is adopted, unless renewed in accordance with the Federal Advisory Committee Act.

This Charter for the Conservation Resources Advisory Committee was approved and adopted at a duly noticed meeting of the Northwest Power and Conservation Council on June 15, 2022.

Jeff Allen, Chair

Date Filed: June 2024

Jeffery C. Allen
Chair
Idaho

Ed Schriever
Idaho

Doug Grob
Montana

Mike Milburn
Montana



Northwest Power and Conservation Council

KC Golden
Vice Chair
Washington

Thomas L. (Les) Purce
Washington

Ginny Burdick
Oregon

Louie Pitt, Jr.
Oregon

June 2024

CHARTER OF THE RESOURCE ADEQUACY ADVISORY COMMITTEE

1. **Official Designation:** This committee will be known as the Northwest Power and Conservation Council Resource Adequacy Advisory Committee.
2. **Background:** The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. §839 et seq. (Act), in Section 4(d)(1), requires the Northwest Power and Conservation Council (Council) to prepare and adopt a regional conservation and electric power plan. The purpose of the power plan and one of the central purposes of the Act is to assure the Pacific Northwest an adequate, efficient, economical, and reliable power supply. The plan must include a demand forecast of at least twenty years and a forecast of power resources estimated by the Council to be required to meet the Bonneville Power Administrator's obligations, as well as an analysis of reserve and reliability requirements so as to ensure adequate electric power at the lowest probable cost.

In 2005, the Council and the Bonneville Power Administration created the Resource Adequacy Forum (Forum) to aid the Council in developing an adequacy standard for the regional power supply and to use that standard to annually evaluate the adequacy of the power supply. The Forum, open to the public, included utility planners, state utility commission staff, and other interested parties. In 2008, the Forum reached consensus on a standard, which was adopted by the Council in April of 2008 and was used to develop the Sixth Power Plan. After an extensive peer review of the methodology in the following years, the Forum proposed a revised standard to the Council who subsequently adopted the revisions in December of 2011. The Council utilizes the standard in its power plan to ensure that future resource strategies will provide adequate power supplies. The Council also uses the standard to assess the adequacy of the region's power supply in the near-term, up to five or six years out, as an early warning should resource development fall short of demand growth for whatever reason. Given the importance of resource adequacy toward the development of the power plan, the Council chose to convert the ad-hoc Resource Adequacy Forum into the Resource Adequacy Advisory Committee (RAAC) – a more formally defined committee with federal guidelines regarding membership and function.

3. **Objectives and Scope of Activity:** The RAAC will advise the Council by:
 - (A) Aiding Council staff in preparing and submitting to the Council an assessment of the adequacy of the region's power supply.

- (B) Advising the Council on developing or modifying regional resource adequacy metrics.
- (C) Advising the Council on issues related to resource adequacy, for example by recommending methods to quantify how various types of resources contribute to power supply adequacy and how to best incorporate generating reserves into the assessment.
- (D) Assisting in incorporating the regional resource adequacy standard and metrics into development of the Council's Northwest Power Plans.

4. **Structure and Organization:** To carry out these objectives, the RAAC will be comprised of a technical committee and a steering committee. The function of the technical committee will be to collect and review relevant data and to aid in the enhancement of analytical tools used for the analysis. The function of the steering committee will be to provide policy related recommendations to the Council for use in performing regional resource adequacy assessments and to periodically review methodologies used for those assessments.

~~For example, to carry out objective (A) described above, the technical committee will gather and review load, resource and other relevant data. The steering committee will then review that data and make policy-related recommendations to the Council, which are needed to proceed with the analysis. Such recommendations may include, for example, an assumed level of reliance on market supplies. After review and approval by the Council, staff will prepare a preliminary adequacy assessment for review by the technical and steering committees. The Council will be briefed on the results of the preliminary assessment. Should any adjustments to the analyses be needed, proposed changes will be reviewed by both RAAC committees. Council staff will then prepare a final assessment for presentation to the Council for review, approval and release.~~

Commented [JL1]: I suggest cutting this. It is a lot of detail and locks us into a specific flow. The rest of this section has enough info on their roles and relationships to each other.

The technical and steering committees shall work together to accomplish the objectives of the RAAC. The RAAC's committees shall operate on a consensus basis to the extent practicable. Neither committee shall have the authority to overrule the other committee. If a situation arises where there is a difference of opinion between the two committees as to how to proceed with the work of the RAAC, the matter shall be brought to the Council for resolution.

5. **Advisory Committee Management Officer:** The Management Officer for the RAAC will be the Director of the Council's Power Planning Division. The Management Officer will designate a member of the Council's staff to coordinate and schedule meetings of the RAAC.

6. **Co-Chairs:** ~~The steering and technical committees will each have one co-chair from the Council and one co-chair from the Bonneville Power Administration, a regional partner (e.g. the Bonneville Power Administration, utility, Western Resource Adequacy Program, etc.). The technical committee will have two co-chairs from the Council staff.~~

Commented [JL2]: We are proposing keeping this for the structure of the steering committee, with a rotating chair from outside the Council.

(A) ~~The Council Co-Chair of the RAAC steering committee will be appointed by the Chair of the Council. All other co-chairs of the RAAC steering and technical committees will be selected by the Executive Director of the Council. The Chair of the Council, in consultation with the Chair of the Power Committee, Executive Director of the Council, Director of the Council's Power Planning Division, and Bonneville Power Administration, will appoint the co-chairs of the steering and the technical committees. The Bonneville co-chair will be recommended by the Bonneville administrator.~~

Commented [JL3]: This is more consistent with other advisory committees.

Commented [JL4]: An oversight in the original draft. The Council member co-chair to be appointed by the Chair of the Council is consistent with how we have treated these roles for this and other similar advisory committees and is the intent going forward as well.

Commented [JL5]: This change makes it more consistent with the other advisory committees.

(B) The Co-Chairs may be called upon to report to the Executive Director on appropriate matters, including the RAAC's progress on the tasks described in Part 3 of this charter.

(C) The duties of the Co-Chairs will include presiding over the meetings of the steering and technical committee which they chair, setting agendas for such meetings, ensuring that

detailed minutes of such meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the committee and the Council's staff.

- (D) The steering committee and technical committee co-chairs will certify detailed minutes of meetings of their respective groups. The minutes should include time, date, and place of meeting; a list of persons present at the meeting, including advisory committee members, staff, Council members, and members of the public who presented oral and written statements; an accurate summary of matters discussed and conclusions reached, and actions taken; and copies of written statements made by members of the public, reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless the Management Officer grants an extension. The Co-Chairs will post the minutes of each meeting on the Committee meeting agenda webpage.

7. Advisory Committee Members: The co-chairs of the RAAC's technical and steering committees, in consultation with the Director of the Power Planning Division ~~and the Council's Executive Director,~~ will solicit policy and technical experts to participate on the RAAC's steering and technical committees from a wide range of regional stakeholders. Steering committee members shall be selected based primarily on their policy expertise and experience. Technical committee members shall be selected based primarily on their technical skills and experience. The Council's Executive Director shall approve the participants, and in doing so, The co-chairs will recommend to the Council a set of participants for both committees. The Council shall make the final decision to approve the participants in the RAAC's committees and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee.

Commented [JL6]: Section updated for consistency with other charters.

If a member is unable to complete the two-year term, the organization the member is affiliated with may designate another person to serve for the remainder of the term. All replacement members must be approved by the Director of the Power Planning Division. Co-chairs may appoint replacements from the same organization if any member is unable to serve.

If a request for membership is submitted during the two-year term by a person or organization that is not currently represented on the Committee, that request for membership must be approved by the Executive Director, with input from the Director of the Power Planning Division.

The Council will be timely notified of the updated membership. If a member is unable to attend a particular committee meeting, that member may designate another person from his/her organization to attend in his/her place. Members may also participate in committee meetings remotely via webinar or telephone.

Members may include representatives of public and investor-owned utilities, Bonneville and other federal agencies, state energy offices, state utility regulators, trade associations, energy efficiency and renewable resource associations, independent power producers, public interest groups, and the general public.

7. Subcommittees: ~~Subcommittees or small workgroups of the RAAC steering and technical committees may be established by the co-chairs of the committees to undertake particular aspects of that committee's work. Methods for organizing the work and procedures of RAAC subcommittees must follow the scope of responsibilities assigned to the RAAC by the Council. Council staff will make arrangements for subcommittee meetings and will provide general support services.~~

Commented [JL7]: This does not seem like something we use and is unique to the RAAC. I recommend removing it for consistency with the other charters.

8. Estimated Frequency of Committee Meetings: The Co-Chairs of the RAAC steering and technical committees, after consultation with the Management Officer, or his or her designee, will call meetings as necessary. It is estimated that the steering committee and the technical committee will each meet three times per year. Additional subcommittee meetings may also be held as necessary. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. §552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend RAAC committee meetings and appear before or file statements with the Committee subject to such reasonable rules as the Council may prescribe.
9. Official to Whom the Committee Reports: The Committee will report to the Council's Power Division Director.
10. Authority of the Committee: The Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make statements or commitments on behalf of the Council. Committee members are not Council employees by virtue of their membership on the Committee.
11. Reimbursement of Expenses: For the purpose of attending Committee meetings, the Council may reimburse members of the RAAC committees for travel, including per diem in lieu of subsistence, in accordance with the Council's travel policy and as authorized by 5 U.S.C. §5703. The Executive Director shall determine who may receive reimbursement.
12. Estimated Annual Operating Costs: The estimated annual operating costs, including expense reimbursement (above), meeting and contract support, is up to -approximately five-thousand dollars (\$5,000); and ~~six (6) months~~ thirty (30) days of one Council staff person's time to schedule meetings, collect and process meeting material, facilitate meetings, coordinate data vetting processes, oversee model enhancement efforts and perform analysis related to adequacy assessments.
13. Rules: The Advisory Committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the RAAC to the extent such matters are not covered in this charter.
14. Duration: The RAAC will terminate two years from the date this Charter is adopted, unless renewed in accordance with the Federal Advisory Committee Act.

This Charter for the Resource Adequacy Committee was approved and adopted at a duly noticed meeting of the Northwest Power and Conservation Council on June 11, 2024.

Jeff Allen, Chair

Date Filed: June 2024