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March 1, 2016

### **MEMORANDUM**

**TO: Council Members**

**FROM: Tom Eckman**

**SUBJECT: Power Division Staffing**

### **BACKGROUND:**

Presenter: Tom Eckman

Summary: Staff is seeking Council guidance on filling an existing staff position within the Power Division. The Power Division personnel budget approved by the Council provides for 12 full time staff. The Division currently has one unfilled position. Following the adoption of the plan, staff conducted several in-depth discussions of the capabilities and experience among existing personnel. This process lead to some re-alignment of existing staff and identified the specific skills and expertise desired for the Division's remaining position. Listed below are the primary duties and responsibilities envisioned for this position.

- Develop estimates of the cost, regional potential, performance, and environmental impacts of both conventional and emerging generating resources and technologies.
- Run the Council's financial revenue requirements model (MicroFin) to calculate levelized costs for generating resources.
- Serve as staff lead on utility-scale energy storage technologies
- Support power planning division analysis of demand response, distributed generation, and smart grid technologies
- Assist in implementing the Council's Seventh Power Plan, in particular the generating resources-related action plan items

- Serve as vice-chair and help facilitate the Council's Generating Resources Advisory Committee
- Present analytical and modeling results to Council Members and other interested parties in a clear and concise manner

Staff is proposing that recruitment for this position begin immediately after the Council has considered the recommended position description, with anticipated hiring by the end of June.

Relevance: Development and implementation of the Council's regional power and conservation plans requires adequate and high quality staffing.

Workplan: 1. B. Develop Seventh Power Plan and maintain analytical capability

Background: The Council approved 12 full time positions for the Power Division in its FY16 budget. Three new staff were hired just prior the commencement of Seventh Plan development to fill openings created by retirements. However, due to the press of plan development, one additional position was not filled.