

**Henry Lorenzen**  
Chair  
Oregon

**Bill Bradbury**  
Oregon

**Phil Rockefeller**  
Washington

**Tom Karier**  
Washington



## Northwest Power and Conservation Council

**W. Bill Booth**  
Vice Chair  
Idaho

**James Yost**  
Idaho

**Pat Smith**  
Montana

**Jennifer Anders**  
Montana

July 6, 2016

### DECISION MEMORANDUM

**TO:** Council members

**FROM:** John Fazio  
Senior Power Systems Analyst

**SUBJECT:** Approval of charter for Resource Adequacy Advisory Committee

#### PROPOSED ACTION:

Authorize the creation of, and approve a two-year charter for, a Resource Adequacy Advisory Committee

#### SIGNIFICANCE:

The charter for the Resource Adequacy Advisory Committee (RAAC) expires in mid-2017. Although the existing charter is still in effect, staff is requesting approval of the RAAC charter for 2016-2018 to better align the RAAC charter with the two-year term of the Council's other power-related advisory committees. In addition, the study of the system's balancing reserves has been added to the scope of the RAAC's activities.

The RAAC assists the Council in assessing the adequacy of the region's power supply and in developing and modifying regional resource adequacy metrics. The RAAC further assists the Council during the development of the Council's regional power plan by providing advice and feedback on issues related to resource adequacy and by helping incorporate the regional resource adequacy standard and metrics into the plan.

The Seventh Power Plan calls for the RAAC to assist the Council in review of the regional resource adequacy standard, and the assumptions regarding availability of imports. The Seventh Power Plan also calls on the RAAC to assist the Council in reviewing the methodologies used to calculate the adequacy reserve margins and the associated system capacity contribution values used in the Regional Portfolio Model. The Seventh Plan also calls on the RAAC and others to: participate in efforts to update

and model climate change data; to review and reconcile peak load forecasting methods used for long-term resource planning (RPM) and short-term adequacy assessment (Genesys) analysis; and to assist the Council in its GENESYS model redevelopment effort.

Except for minor updates to create better uniformity across the Council's advisory committee charters, the provisions of the proposed charter remain largely the same as the existing charter for the RAAC.

#### **BUDGETARY / ECONOMIC IMPACTS**

Support for the Resource Adequacy Advisory Committee will cost approximately \$10,000 per year in travel support to public committee members and in administrative support including for teleconference and video conferencing meeting support and meeting minutes. In addition, approximately fifty percent of one staff person's annual workload is required to schedule and process meeting materials, facilitate meetings, coordinate data vetting processes, oversee model enhancement efforts and perform analysis related to adequacy assessments.

## **BACKGROUND**

The Power Act requires the Council produce a regional conservation and electric power plan that gives priority to resources that the Council determines to be cost-effective. The power plan must evaluate the adequacy of the regional power supply to ensure future resource strategies provide an adequate supply of power. In 2005, the Council and the Bonneville Power Administration created the Resource Adequacy Forum to develop a standard for assessing the adequacy of the regional power supply and to evaluate the adequacy of the region's power system on an annual basis. In 2013, the Resource Adequacy Forum became a chartered advisory committee to the Council and was renamed the Resource Adequacy Advisory Committee or RAAC.

## **ANALYSIS**

Attached is a copy of the proposed charter for the Resource Adequacy Advisory Committee. The charter was prepared in accordance with the Council's policy on advisory committees and the Federal Advisory Committee Act.

## **ALTERNATIVES**

The Council could accomplish similar results without actually creating an advisory committee. That would require meetings and consultations between Council staff and many different groups and would lack the benefit of getting the region's experts together in one place to discuss the issues.

## **ATTACHMENTS**

Proposed Resource Adequacy Advisory Committee Charter  
List of proposed RAAC members

**Table 1: Steering Committee Members**

Name	Affiliation
<b>Co-chairs</b>	
Tom Karier	Washington Council Member
Mark Gendron	Bonneville Power Administration
<b>Investor Owned Utilities</b>	
Phillip Popoff	Puget Sound Energy
Brett Sims	Portland General Electric
John Hines	Northwestern
	PacifiCorp
Scot Kinney	Avista
Mark Stokes	Idaho Power
<b>Public Utilities</b>	
Gary Huhta	Cowlitz
Sarang Amirtabar	Seattle City Light
Erin Erben	EWEB
Pat McGary	Clark
Anna Berg	Snohomish
Kevin Nordt	Grant
Chris Robinson	Tacoma
Jo Elg	United Electric Coop, Idaho
<b>State Agencies/other interested parties</b>	
Shauna McReynolds	PNUCC
John Chatburn	Idaho Office of Energy Resources
Tom Kaiserski	Montana
Elizabeth Osborne	Washington Energy Office
Matt Muldoon	Oregon Commission Staff
Rick Sterling	Idaho Commission Staff
Steve Johnson	Washington Commission Staff
Therese Hampton	Public Generating Pool
John Saven	NW Requirements Utilities
Kevin O'Meara	PPC
Greg Mendonca	PNGC
Jerry Rust	NW Power Pool
Robert Khan	IPP

**Table 2: Technical Committee Members**

Name	Affiliation
<b>Co-chairs</b>	
John Fazio	Council staff
Rob Diffely	Bonneville Power Administration
<b>Investor Owned Utilities</b>	
Villamor Gamponia	Puget Sound Energy
	Portland General Electric
John Hines	Northwestern
Ted Drennan	PacifiCorp
Clint Kalich	Avista
Tom Noll	Idaho Power
<b>Public Utilities</b>	
Sarang Amirtabar	Seattle City Light
Erin Erben	EWEB
Tom Haymaker	Clark County
Anna Berg	Snohomish
Rod Noteboom	Grant
Nicholas Garcia	Tacoma
Jo Elg	United Electric Coop, Idaho
Becky King	Chelan
<b>State Agencies/other interested parties</b>	
Angela Burrell	Washington Energy Office
Phil Carver	Oregon Department of Energy
Tom Kaiserski	Montana
John Chatburn	Idaho Office of Energy Resources
Rick Sterling	Idaho Commission staff
Steve Johnson	Washington Commission staff
Matt Muldoon	Oregon Commission staff
Tomas Morrissey	PNUCC
Therese Hampton	Public Generating Pool
Robert Khan	IPP
Pam Sporborg	NW Requirements Utilities
Kevin O'Meara	PPC
Cameron Yourkowski	RNP

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### 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 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 insure 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 annually assess the adequacy of the region's power supply five 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 annual 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.

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) 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.
  - (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 a complete and

accurate description of matters discussed, conclusions reached, actions taken, persons invited to meet with the RAAC, and persons in attendance. The minutes also will include copies of reports received, issued or approved by each 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 distribute copies of the minutes to members of both the RAAC's committees and all minutes shall be posted on the Council's website in a timely manner following the distribution of the minutes.

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 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. Co-chairs may appoint replacements from the same organization if any member is unable to serve.

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.

8. 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 committees must follow the scope of responsibilities assigned to the RAAC by the Council. Council staff will make arrangements for committee meetings and will provide general support services.
9. 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.
10. Official to Whom the Committee Reports: The Committee will report to the Council's Executive Director.
11. 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.
12. Reimbursement of Expenses: The Council will reimburse public members of the RAAC committees for travel, including per diem in lieu of subsistence, in accordance with the Council's travel regulations for contractors and advisory committee members, for the purpose of attending Committee meetings as authorized by 5 U.S.C. §5703. The Executive Director shall determine who public members are.



13. Estimated Annual Operating Costs in Dollars and Person-Days: Ten thousand dollars (\$10,000) per year for teleconference and video conference meeting support, contracted services for minutes and reimbursement of expenses; and six (6) months 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.
14. 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.
15. 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, July 12-13, 2016 in Olympia, Washington.

NORTHWEST POWER AND CONSERVATION COUNCIL

By:\_\_\_\_\_

Henry Lorenzen, Chair

Date Filed:\_\_\_\_\_