



Description of Meeting:	NTTG Planning Committee Meeting
Meeting Date:	January 6, 2010
Meeting Minutes Prepared By:	Lyndee Restad
Approved to post:	January 12, 2010

Attendee List: Philip Augustin, Jamie Austin, Marshall Empey, John Leland, Lyndee Restad, Kip Sikes, Jim Tucker, Steven Wallace

Committee Members Not in Attendance: Rich Bayless, Arlo Corwin, Brian DeKiep, Eric Egge, Darrell Gerrard, Derrick Harris, Sharon Helms, Bill Hosie, Paul Kjellander, Matthew Stoltz, Darrel Zlomke, Orlando Ciniglio, Ryan Munson, Ron Schellberg

Guests: Marv Landauer

1. Agenda:

- Approve October 28th, 2009 Meeting Notes to Post
- Planning Committee structure
- Summary of 2008-2009 planning
- The 2010-2011 planning cycle
- Contracting for power flow study work
- Other issues (round table)

2. Discussions & Decisions:

Discussion: Approve October 28th, 2009 Meeting Notes to Post

- The Meeting Notes were approved as-is to post on the NTTG website

Discussion: Planning Committee Structure

- A new charter was adopted in 2009 to create a Vice Chair position
 - The Chair will serve a one year term and then a subsequent one year term as advisor. The Vice Chair will serve a one year term and then a subsequent one year term as Chair.
 - The Committee approved to allow the 2008-2009 Chair to remain as Chair for an additional year. 2010 is considered a transitional year for the new charter structure to take effect. Kip Sikes accepted the appointment of Chair.
 - The Vice Chair election will be held on January 12, 2010. Kip Sikes nominated John Leland for Vice Chair.
 - Kip Sikes will inform the committee members of John's nomination and will accept additional nominations via email
- Outreach
 - Efforts to gain participation from other parties will be continued. This includes education as to the importance of participation within the planning process.

Discussion: Summary of 2008 – 2009 Planning

- The Technical Workgroup will evaluate the planning processes for potential improvement. Focus will be placed on ensuring that stakeholders are receiving the information they require as well as information on how to fully participate in the planning process.
- Coordination between subregional groups will be evaluated
 - Data submittals and timelines need to be consistent between subregional groups and WECC



- Presentation of the plan
 - The presentation at the January Stakeholder meeting will review the last cycle and preview the next cycle

Discussion: The 2010-2011 Planning Cycle

- The Planning Committee will review the current data submission forms on the NTTG website
 - Kip Sikes will send Lyndee Restad any updates for the form or letter. The updates will also be included with the material for next week's meeting.
 - Providers are encouraged to pass the information to other providers if they are not on the contact list
- Kip Sikes will submit a letter discussing the 2008-2009 plan to the other subregional groups. The plan will also be reviewed at the January Stakeholder meeting
 - The letter will be sent to the other SPGs and the Planning Committee in the next few days so the information is available for the Subregional Coordination Group meeting in PHX on Jan 19 to begin work on stitching together an interconnection-wide transmission plan from the subregional plans.
- Technical Work Group and Economic Studies Project Teams
 - The Study Plan for the next Biennium is currently in development. Details of the Study Plan will be finalized during the Second Quarter of 2010.
 - Data Collection from local transmission providers will be coordinated to determine which data is submitted to WECC and to NTTG. This will avoid redundant load forecasts and other inconsistencies as experienced in 2008-2009.

Decision: The Technical Workgroup and Economic Studies Project Team will meet before the January Stakeholder meeting and evaluate the data submittal requirements and current processes.

- Economic Study Requests are due for submission the first week of April, 2010. Groups are encouraged to submit the data ahead of the deadline.

Discussion: Contracting for power flow study work

- There is a difference between the Power Flow and Economic studies
 - The interaction is greater with gathering data for the Economic study vs the Power Flow
- The coordination of data gathering processes will be discussed at the subregional level. The next Subregional Coordination Group meeting is scheduled for January 19, 2010 in Phoenix, AZ.
- The preferred data format will be GE's EPC file format
- There is a preference by the Planning Committee for CPS to develop any RFPs for consultant work. This topic will be further discussed at next week's meeting.

Discussion: Other issues & Roundtable

- A recurring meeting schedule will be set up for every Wednesday from 1pm – 3pm Pacific beginning with February 3rd; in the interim, there will be meetings on Tuesday, January 12th and January 19th.



3. Assignments:

Item #	Assignment	Owner	Target Date	Status
1.	Reschedule next week's meeting to Tuesday, January 12 th	Lyndee Restad		
2.	Schedule standing meetings for Wednesdays for a 6 month duration	Lyndee Restad		
3.	Email Planning Committee about Vice Chair election	Kip Sikes		

Next Meeting: Next Meeting: The next Northern Tier Planning Committee meeting is scheduled for Tuesday, January 12th at 1pm Pacific.

- Voice Conference Mtg. **503-813-5600** (toll free #800-503-3360)
- Meeting ID **688484** and password **123456**