



Description of Meeting:	Cost Allocation Committee Meeting
Meeting Date:	September 12, 2011
Meeting Minutes Prepared By:	Pam Greensky

Attendee List: Rich Bayless, Brian DeKiep, Bryce Freeman, Pam Greensky, Sharon Helms, Sam Liu, Larry Nordell, Lou Ann Westerfield, Curt Winterfeld, Laura Yetter, Joni Zenger,

Guests:

Committee Members Not in Attendance: Marshall Empey, Marc Hellman, Marci Norby, Darrell Zlomke

1. Agenda:

- Agenda Review
- Approve August 15, 2011 Meeting Notes
- Review NTTG Draft CAC Report Prior to Submitting to NTTG Steering for any important omissions or wording that needs to be addressed. Want no surprises.
- Other Business – Round Table.

2. Decisions / Discussions:

Discussion: Agenda Review

- This was not discussed.

Discussion: Approve August 1, 2011 Meeting Notes

- Send any revisions to Pam Greensky and A. Lynn Jesus-Olhausen by 12noon Pacific on Tuesday, September 13, 2011. Otherwise the notes will be considered approved to post to the NTTG website as-is.

Discussion: Review of NTTG Draft CAC Report

- Waiting on response from PGE regarding Cascade Crossing.
- Draft report is not complete. Steering committee just needs to be comfortable with what is in the report. Brian DeKiep is giving the presentation to the Steering committee either 9-19 or 9-20. Curt wants Brian to just go over the major sections of the report and summarize each section.
- Brian to edit the sections marked confidential to describe the situation with Northwestern Energy.
- It is decided that table XX needs to remain the same as feedback from Bill Pasco has been minimal; he had no information that would require changes to this section of the report. Grasslands also responded similarly.
- For now, it's decided to delete the text for the description of Cascade Crossing project.
- An appendix on the position paper that was provided will be added.
- Should an update (for the final report) on each project in regards to their position with the state process be put in the draft report? Possibly if there is a definitive source on each position. It would be great info to include if there was an up to date source. Decided that all the states are different and individuals in their respective states needs to research and see if this information is available and up to date. Also, cross reference with the regulatory agencies.

Discussion: Other Business / Round Table

- No other business



3. Assignments: See Tables above.

Item #	Assignment	Owner	Target Date	Status
1.	Position paper sent to Pam for report	Larry Nordell	09-12-2011	
2.	Fwd. email to Pam from Northwestern	Brian DeKiep	09-12-2011	
3.	Make sure the written descriptions (templates) on report are consistent.	Sam Liu		
4.				
5.				

Next Meeting: The next Northern Tier Cost Allocation Committee meeting is scheduled for **TBD**.

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