



Description of Meeting:	NTTG Cost Allocation Committee
Meeting Date:	Monday May 19, 2008
Meeting Minutes Prepared By:	Christine Draper
Approved for Posting:	September 22, 2008

Attendee List: Bryan Baldwin, Christine Draper, Bryce Freeman, Sharon Helms, Jim Logan, Marcy Norby, LouAnn Westerfield, Curt Winterfield, Darrell Zlomke, Matt Muldoon

Not in Attendance: Rich Bayless, Brian DeKiep, Marshall Empey, Marc Hellman, Larry Nordell, Becky Wilson

1. Agenda:

- SOC Review and New Member introductions
- Approve April 28th CAC minutes for posting
- CAC Member Assignments for tracking projects – Utah and Oregon
- Responses to data request letter
- Format for Quarterly Report to Steering
- Next Meeting – date and agenda

2. Discussion Topics:

Discussion: Approval of Minutes for Meeting 4-14-08

- Introduction of Matt Muldoon
- Add note to previous minutes that the next public stakeholder meeting is in Bozeman July 24th & 25th 2008.
- Motion brought forth, seconded and approved.
- The notes will be posted to the website.

Question: What is the public stakeholder meeting going to cover?

Answer: The focus is on Planning Committee to approve the study plan. Per the charter, each committee has to conduct two joint meetings a year.

Question: Is there a central location to find out what meetings there are and where they will be held?

Answer: All public meetings are officially noticed a minimum of 10 days prior to the meeting. Notices are distributed via email and posted on the NTTG website. Members are encouraged to attend the public stakeholder meetings.

Discussion: CAC Member Assignments for Tracking Projects – UT and OR

- Due to the potential ex parte issues involved with the Populus/Terminal project, the Utah Commission was reluctant to assign staff to this effort. Jim Logan will discuss with Commissioner Campbell and it will be added to the NTTG Steering Committee for discussion.
- Matt Muldoon will be the lead on the Oregon projects.

Discussion: Data Request Letter

- The data request letter was sent to the project sponsors on May 13th with a request for response by June 13th. So far no information has come in.
- Lou Ann mentioned that once the data starts coming in, it will need to be centrally tracked.

Discussion: Quarterly CAC Report to Steering

- Lou Ann reminded the committee that they are obligated to provide a quarterly update to the NTTG Steering Committee.



- Sharon is to develop a draft template for review by the committee.

Next Meeting: The next Northern Tier Management meeting is scheduled for Monday, June 16, at 1:00p PST/ 2:00p MST.

- Voice Conference Mtg. Call 503-813-5600 (toll free #800-503-3360)
- Mtg. ID: **688400** and password: **123456**