

<b>Description of Meeting:</b>	<b>NTTG Planning Committee Meeting</b>
<b>Meeting Date:</b>	<b>February 17, 2010</b>
<b>Meeting Minutes Prepared By:</b>	<b>Lyndee Restad</b>
<b>Approved to post:</b>	<b>March 3, 2010</b>

**Attendee List:** Jamie Austin, Rich Bayless, Marshall Empey, Sharon Helms, Bill Hosie, Don Johnson, John Leland, Ryan Munson, Lyndee Restad, Ron Schellberg, Kip Sikes, Jim Tucker, Steven Wallace

## 1. Agenda:

- Approve previous meeting's notes [Kip Sikes]
- Discuss and recommend adoption of revised Planning Committee Charter [Kip Sikes]
- Additional testing of technical studies process [Jamie Austin and Ron Schellberg]
- Economic study requests & February 24<sup>th</sup> Webinar [{Sharon or Kip}]
- Transmission Use Prioritization' document [Sharon]
- Other issues & next meeting (no meeting on the 24<sup>th</sup>).

## 2. Discussions & Decisions:

### **Discussion: Approve previous meeting's notes**

- The Committee approved the meeting notes as is to post on the NTTG website

### **Discussion: Discuss and recommend adoption of revised Planning Committee Charter**

- Basic "house keeping" modifications had been applied to the Planning Committee Charter. The Charter was distributed to the Planning Committee for review prior to the meeting.
- The Committee Membership Classes section was modified to reflect the following:
  - Class 1 members who have not executed the NTTG Funding Agreement must sign and return the NTTG Planning Agreement
  - Class 2 members must sign and return the NTTG Planning Agreement
  - Class 3 members are not required to sign the Planning Agreement. Membership submissions or changes shall be by letter to the Planning Committee Chair, with a copy to the NTTG Project Manager
- All Charter modifications were unanimously approved by the Committee
  - Class 1 approval contained 4 votes
  - Class 2 approval contained 1 vote
  - Representatives of Class 3 were not present at the meeting
- The Charter will be sent to the Steering Committee for review and approval

### **Discussion: Additional testing of technical studies process**

- Ron Schellberg and Jamie Austin discussed their testing progress and current status of the technical study process
- The Gridview platform can be used to export any study hour. The data can then be imported into the power flow models for reliability analysis.
- Power flow models have the ability to create the transmission network needed by the Economic model databases
- Both Ron and Jamie were satisfied with the test results and indicated that the outcome met all expectations. It was noted that the process still remains promising for NTTG to utilize the GE power flow platform.

**Discussion: Economic study requests & February 24<sup>th</sup> Webinar**

- The Economic Study Request webinar has been scheduled for Wednesday, February 24<sup>th</sup> at 9:30am Pacific Time. Meeting materials and the webinar call information are posted on the NTTG website.
- The Webinar will be a public forum that will allow parties who are submitting a request the opportunity to ask questions
- The Study Request Classification process will be discussed during the webinar
- To date, NTTG has received nine study requests; all from or via NorthWestern Energy. John Leland will lead the discussion of the initial classification of these requests.
- Shay LaBray, the Transmission Use Committee Chair, will provide an overview the Committee's responsibility and process for confirming and prioritizing the requests

**Discussion: Transmission Use Prioritization' document**

- The TUC Prioritization document had been modified and approved by the Transmission Use Committee. The document was distributed to the Planning Committee prior to the meeting for review.
  - It was noted that the Prioritization document is not a formal Attachment K requirement nor is it a business document to be utilized by the Transmission Providers. The intent of this document is to provide information for NTTG.
- Sharon Helms reviewed the modifications that were made to the document with the committee. The Planning Committee suggested the following changes be applied to the document:
  - Change the document title to "NTTG Economic Study Prioritization Process"
  - Remove the word "attempt" from the sentence "The NTTG Transmission Use Committee will attempt to review the study requests and categorize" from bullet 5
  - The suggested changes will be made to the document and returned to the TUC for review
- The Planning Committee passed a motion to approve the document with the recommended changes

**Discussion: Other issues and next meeting**

- How will the Committee handle the 2010 Economic Studies Requests?
- The outcome of the February 24<sup>th</sup> ESR Webinar will be discussed

**3. Assignments:**

Item #	Assignment	Owner	Target Date	Status
1.	Cancel the Feb 24 <sup>th</sup> Planning Committee Meeting	L. Restad	Complete	
2.	Make modifications on the Prioritization document and send back to TUC for review and approval	S. Helms		

**Next Meeting: Next Meeting:** The next Northern Tier Planning Committee meeting is scheduled for Wednesday, March 3<sup>rd</sup> at 1pm Pacific.

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