

## **1. Welcome**

Melanie Frye, Joint Guidance Committee (JGC) Co-chair, called the meeting to order at 8:30 a.m. on December 21, 2016. A quorum was present for the conducting of business. A list of attendees is attached as Exhibit A. Melanie Frye reviewed the WECC Antitrust Policy.

## **2. Approve Agenda**

Melanie Frye introduced the proposed meeting agenda.

**On a motion by Armando Perez the JGC approved the agenda.**

## **3. Review October 19, 2016 Minutes**

Melanie Frye introduced the minutes from the October 19, 2016 meeting.

There were minor edits suggested on the attendee list to reflect correct titles and attendance.

**On a motion by Armando Perez the JGC approved the October 19, 2016 minutes.**

## **4. Review of Previous Action Items**

Melanie Frye reviewed action items carried over from the October 19, 2016 meeting of the JGC. Action items that are not closed are carried forward and noted on a separate document.

## **5. Discuss Results of December Board Regarding Committee Restructuring**

The JGC discussed the Board's approval of the Reliability Assessment Committee (RAC) and the OC and MIC reviews. The JGC discussed the need for the JGC to remain and it was agreed that for the time being, JGC still adds value and should be reassessed next fall/winter after all the committees and subcommittees have been created.

The JGC will work on updating the charter at the beginning of the year to include RAC as a voting member of JGC and if need be will reassess the charter later in the year for any additional changes, such as removal of TEPPC/PCC.

Darren Buck gave an update on next steps for the OC committee structure and the potential timeline to have draft charters approved, with a March OC approval and then to the Board in June. Subcommittee charters would then be drafted for approval by the OC in July.

Andy Myers and Darren Buck have been meeting to discuss the transition of Interchange Scheduling and Accounting Subcommittee (ISAS) and Andy anticipates the same timeline for charter approvals as the OC.

## **6. Board-approved Strategic Direction Whitepaper**

The JGC discussed next steps to get the committees involved in incorporating the Strategic Direction work into their 2017 and 2018-2020 work plans. The JGC will prepare a communication to go out to committee membership in January to assist the committees in understanding the Strategic Direction and how it will tie into their respective work plans. There will be a presentation at the Joint Session to help reiterate what the expectations are and stress that the committees have a resource in their committee staff liaisons.

## **7. JGC 2017 Work Plan**

The JGC discussed the overall priorities for the year, including the timing of the annual Joint Session, Leadership Training for member committee chairs and vice chairs, and the JGC meeting schedule.

The committee chairs discussed that the three-year work plans need to be collaborative and that they want to engage committees to help create the plans. Each chair acknowledged that it was on their radar and they will hope to have 2018-2020 work plans ready for JGC review in the September/October timeframe, at which point JGC will review to ensure there is no overlap.

The JGC discussed their own work plan and will send out a draft prior to the January 12, 2016 JGC call.

Melanie Frye introduced discussion on timing of the Joint Session for 2017. It was agreed that it would be held after the RAC was formally formed in October.

A 2017 JGC meeting calendar was introduced and discussed; monthly webinars, held the first Friday of each month, will be scheduled to keep JGC engaged and prepared.

## **8. Review of New Action Items**

1. Prepare a revised draft charter and circulate to JGC
  - a. Assigned to: Chris Albrecht/Melanie Frye

- b. Due Date: January 12, 2017 – for review at JGC meeting
- 2. Send out a draft communication on Strategic Direction; JGC will review and approve at January 12, 2016 meeting
  - a. Assigned to: Melanie Frye/Staff
  - b. Due Date: January 12, 2017
- 3. Update and send out work plan
  - a. Assigned to: Melanie Frye
  - b. Due Date: Early January, for review at January 12, 2017 meeting
- 4. Create a calendar with Committee Chair tenures
  - a. Assigned to: Brittany Huggins
  - b. Due Date: January

**9. Upcoming Meetings**

As a Board committee, JGC will hold its 2017 in-person meetings in conjunction with the scheduled Board meetings.

- February 3, 2017 .....Webinar
- March 7, 2017 (in-person) .....Salt Lake City, UT
- April 7, 2017 .....Webinar
- May 5, 2017 .....Webinar
- June 2, 2017 .....Webinar
- June 20, 2017 (in-person) .....Salt Lake City, UT
- July 7, 2017 .....Webinar
- August 4, 2017 .....Webinar
- September 12, 2017 (Annual Meeting – in-person) .....San Diego, CA
- October 6, 2017 .....Webinar
- November 3, 2017 .....Webinar

December 5, 2017 (in-person) .....Salt Lake City, UT

**10. Adjourn**

Melanie Frye adjourned the meeting without objection.

**Exhibit A: Attendance List**

**Name ..... Affiliation**

**Members in Attendance**

Melanie Frye ..... WECC

Darren Buck..... Western Area Power Administration/OC

Andy Meyers ..... BPA/MIC

Armando Perez ..... Independent Director/TEPPC

Gregg Lemler ..... Pacific Gas & Electric/MAC

**Members not in Attendance**

Brian Keel ..... Salt River Project/PCC

**Others in Attendance**

Chris Albrecht..... WECC

Brittany Huggins..... WECC

Steve Ashbaker ..... WECC

Holly Taylor ..... Western Interstate Energy Board