

Establishment and Authority

The Western Renewable Energy Generation Information System (WREGIS) Committee is established by the WECC Board of Directors (Board) as a Member committee in accordance with section 8.3.1 of the WECC Bylaws.

Purpose/Responsibilities

The purpose of the WREGIS Committee (WC) is to:

1. Provide balanced advice, guidance, and feedback to WECC management regarding issues of interest to the WREGIS stakeholder groups that they represent.
2. Share decision-making responsibility with WECC management for proposed substantive changes in the Terms of Use, the Operating Rules of the WREGIS program, and fee increases or the addition of new fees.
3. Collaborate with WECC management and seek consensus on issues of interest to WREGIS stakeholders, such as WREGIS operations, policies, and/or operational changes that are in the best interests of the WREGIS stakeholders, WREGIS and WECC as a whole.
4. Ensure that industry perspective is taken into account in the decision making process.
5. Ensure that changes to WREGIS rules and functionality do not adversely affect the ability of state programs to utilize WREGIS for compliance.
6. Ensure no prejudicial treatment for a single account holder or group.

The WC shall:

1. Coordinate with and report its activities to WECC management, except as specified below.
2. Upon request by the WREGIS Director, review proposals from WECC management regarding:
 - i. WREGIS's annual budget;
 - ii. fee increases or the addition of new fees; and
 - iii. substantive changes in the Terms of Use and Operating Rules.
3. Seek the WECC CEO's approval for substantive changes to the Terms of Use and Operating Rules that the WC has asked WECC management to make and that WECC management has declined to make.

Note: WECC management is empowered to execute decisions on changes to the Terms of Use and Operating Rules either (1) upon the advice and consent of the WC or (2) on approval by the WECC CEO.



4. Review for approval, any stakeholder system change requests that will require a substantive change to the Operating Rules following any stakeholder input process and prior to change implementation.

Committee Composition and Governance

1. Membership

- a. The WC shall be comprised of seven members:
 - i. Two WECC representatives, designated by the WECC CEO. The representatives selected by the WECC CEO shall be from a public utilities commission and/or from a state energy office or other state or governmental entity with a mission tied to energy. The entity employing the representative should be a member of WECC and from a state or province that utilizes WREGIS. If a representative meeting the above requirements cannot be found, the WECC CEO may designate a person of their choosing to represent WECC's interests.
 - ii. Two State/Provincial/Voluntary Program representatives (the intent is to have representation from two different states, provinces, or voluntary programs);
 - iii. One Load-Serving Entity representative;
 - iv. One Generator Owner representative;
 - v. One Industry-Other representative.
- b. Members will be selected by the entities that they represent:
 - i. Both WECC representatives will be designated annually by the WECC CEO to serve a one-year term. Terms will coincide with the WECC Annual Meeting. WECC representatives can serve multiple terms.
 - ii. One State/Provincial/Voluntary Program representative will be elected by a majority of the administrators of programs participating in WREGIS in accordance with the election schedule in section 1(d). This State/Provincial/Voluntary Program representative shall serve a two-year term with a beginning and end date that coincides with the WECC Annual Meeting of each even-numbered year. This representative can serve multiple terms.
 - iii. One State/Provincial/Voluntary Program representative may be designated by the state, province, or voluntary program that accounted for at least 40 percent of Renewable Energy Certificate retirements made during the previous calendar year. Should there be two such qualified programs, the program with the greatest number of retirements during the previous two years shall designate this State/Provincial/Voluntary Program representative. If no program qualifies, the representative will be designated by a majority of the program administrators. This representative shall serve a one-year term that ends December 31st of each year. This representative can serve multiple terms.

- iv. Other representatives will be elected by their respective class groups in a manner to be determined by the WREGIS stakeholders through their organized group, the Stakeholder Advisory Committee:
 - Generator and Load-Serving Entity representatives shall serve two-year terms with a beginning and end date that coincides with the WECC Annual Meeting of each odd-numbered year.
 - The Industry-Other and elected State/Provincial/Voluntary representatives shall serve two-year terms with a beginning and end date that coincides with the WECC Annual Meeting of each even-numbered year.
 - These representatives can be elected for multiple terms by their representative class groups.
- c. Members of the WC, other than those designated by the WECC CEO, must hold an active account in WREGIS or work for an entity that holds an active account in WREGIS.
- d. If at any time during an elected term a WC member or member's employer no longer has a WREGIS account, the member will be removed from the WC. The WC chair will appoint a new qualifying member to complete the term, with the advice and recommendation of members of the represented class.

2. Leadership

- a. The WECC CEO shall appoint one of the WECC representatives to the WC to serve as the WC chair
- b. The WC Chair shall appoint a WC member to serve as vice chair.
- c. The WC chair shall manage the WC and its meetings.
- d. The vice chair shall perform the duties of the chair in the chair's absence or in the event of a vacancy in the office of chair.
- e. The WC chair shall appoint a secretary who need not be a member of the WC. The secretary shall prepare minutes of WC meetings for the WC's approval.

3. Meetings

- a. The WC shall meet as needed to fulfill its responsibilities, at least twice per year. The time and place of meetings and the procedures for such meetings shall be as determined by the WC chair in accordance with WECC policies and procedures.
- b. A quorum for meetings shall be a majority of the members of the WC. Only WC members may vote on balloted matters.
- c. Meetings of the WC may be in person or by a conference call, which the WC chair will determine.
- d. A quorum having been established, action taken by the WC shall require a majority vote of those members present in person or on a properly noticed conference call.

- e. The WC chair, or designee, shall provide email notice of the time and place of all meetings of WC to members no later than two weeks prior to the meeting, together with an agenda of the items for which action may be taken. This information shall also be posted on the WREGIS website no later than three days prior to the meeting.
- f. In cases where an emergency meeting is necessary the WC chair, or designee, shall provide email notice of the time and place of the emergency meeting no later than three business days prior to the meeting. The notice will indicate the emergency status of the meeting. Emergency meetings will only be called to discuss matters of an urgent nature for which delay caused by compliance with the notice requirements of paragraph 3(g) could cause harm to WREGIS, its users, or WECC.
- g. The WC chair may call for a closed session of the WC to protect the confidentiality of proprietary information or to receive attorney-client communications. Such closed sessions of the WC shall only be attended by members of the WC who have signed a WECC non-disclosure agreement, the WECC CEO, members of the WECC Board of Directors, and by any guests invited to attend by the WC chair, after the invited guests' completion of a non-disclosure agreement, if appropriate.
- h. Except for minutes of closed sessions, draft minutes of the WC meetings will be posted to the WREGIS website within 10 business days of the meeting. Approved changes will be posted within 10 business days of the approval vote. Minutes of closed sessions will be handled in accordance with direction provided by the WECC corporate secretary.

Reporting

When requested by the WECC CEO, the WREGIS Director or other WECC management member as designated by the CEO shall report to the CEO regarding WREGIS activities.

Review and Changes to the Charter

The WC shall review this document as needed, but no less than every two years, and recommend any changes it considers advisable to the WREGIS Director. The WC shall consider and approve the changes to the charter after consultation with the WREGIS Director. The WREGIS Director shall present the approved charter, along with any dissenting opinions from either the WC or staff, to the WECC CEO for consideration.

Approved by the WREGIS Committee: June 9, 2016

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