

IMPLEMENTATION WORK GROUP

August 11, 2000
0830-1530

PDX Conference Center
Portland, Airport

Meeting Minutes
Version 1 – August 14, 2000

Attendees:

Jack Bernhardsen	Pacific NW Security Coordinator	360-418-2956	jackbernhardsen@home.com
John Boucher	KEMA Consulting	503-258-0182	jboucher@kemaconsulting.com
Kathy Carlson	US Bureau of Reclamation	303-445-2933	kcarlson@do.usbr.gov
Douglas Cave	BC Hydro	604-293-5802	douglas.cave@bchydro.bc.ca
Christine Elliott	Northwest Power Pool	503-464-2804	chris@nwpp.org
Jon Fisker	Portland General Electric	503-464-8346	jon_fisker@pgn.com
Richard Goddard	Portland General Electric	503-464-8495	richard_goddard@pgn.com
Bob Harshbarger	Puget Sound Energy	425-882-4466	bharsh@puget.com
David James	Avista Corp	509-495-4185	djames@avistacorp.com
Jon Kaake	PacifiCorp	503-813-5734	jon.kaake@pacificorp.com
Jack Kelley	PRM	425-451-9123	jkelly@prmlp.com
Rich Niska	PacifiCorp	503-251-5183	rich.niska@pacificorp.com
Deanna Phillips	BPA/PBL	503-230-5164	dmpillips@bpa.gov
Vernon Porter	Idaho Power Company	208-388-2850	vporter@idahopower.com
Chris Reese	Puget Sound Energy	465-462-3055	creese@puget.com
Ralph Underwood	Seattle City Light	206-706-0240	
	ralph.underwood@ci.seattle.wa.us		
Jim Vinson	BPA/TBL	360-418-2011	javinson@bpa.gov
Don Watkins	BPA/TBL	360-418-2344	dswatkins@bpa.gov

Calendar:

May 23, 2000	0830 - 1230	Work Group Meeting	Kingstad Center	✓
June 1, 2000	0830 - 1700	Work Group Meeting	Kingstad Center	✓
June 2, 2000	0830 - 1530	Work Group Meeting	Kingstad Center	✓
June 9, 2000	0830 - 1530	Work Group Meeting	Ditmer Control Center	✓
June 16, 2000	0830 - 1530	Work Group Meeting	Kingstad Center	✓
June 22, 2000	0830 - 1700	Work Group Meeting	Kingstad Center	✓
June 23, 2000	0830 - 1530	Work Group Meeting	Kingstad Center	✓
July 14, 2000	0830 - 1530	Work Group Meeting	Kingstad Center	✓
July 21, 2000	0830 - 1530	Work Group Meeting	PDX Conference Center	✓
July 28, 2000	0830 - 1530	Work Group Meeting	PDX Conference Center	✓
August 4, 2000	0830 - 1100	Work Group Meeting	Conference Call	✓
August 11, 2000	0830 - 1530	Work Group Meeting	PDX Conference Center	✓
August 18, 2000	0830 - 1530	Transition Task Team	Kingstad Center	
August 25, 2000	0830 - 1530	Work Group Meeting	Kingstad Center	

Assignments:

Action Item	Responsible Parties	Status
Support of Legal WG's creation of filing documents – Dispatch protocols/provisions	Norm Stanley	As required
Support of Legal WG's creation of filing documents – Outage coord.	Jim Vinson	As required
Support of Legal WG's creation of filing documents – Metering	Ralph Underwood	As required
Support of Legal WG's creation of filing documents – OASIS provisions	Bob Harshbarger	As required
Support of Legal WG's creation of filing documents – Critical control facilities	Don Watkins, LeRoy Patterson	As required
Interface with Legal WG on TCA issues	Vern Porter, LeRoy Patterson, Deanna Phillips, Chris Reese, Norm Stanley, Don Watkins	As required
Interface with Legal WG on GIA, LIA, etc	LeRoy Patterson, Jack Bernhardsen, David James, Deanna Phillips, Vern Porter, Chris Reese, Ralph Underwood	As required
Define a transition plan covering the transition of the organization, facilities, systems, and operations to a single control area	Chris Reese, Richard Goddard, Deanna Phillips, Norm Stanley	August 25
Refine system costs	Don Watkins, Bob Harshbarger, Dave Perrino, Mike Ryan	August 25
Define facility transition plan if Dittmer were the primary site	David James, Douglas Cave, Jon Fisker, Norm Stanley, Jim Vinson	August 25
Refine staffing estimates including review of feedback from CaISO and relook at planning, IT, scheduling, settlement dispute resolution, client services, project management, and outage coordination	Richard Goddard, Jack Bernhardsen, Chris Elliott, John McGhee, Chris Reese	August 25
Have Legal WG assign interfaces to Implementation WG members covering above legal action items	John Boucher	August 11 Completed except for a couple open items

Summary of Consensus:

1. Note that in any case where consensus is reached that later proves inconsistent with decisions made by work groups responsible for a specific policy, such as Ancillary Services, then the Implementation work group will bring its consensus into conformance with those decisions.
2. The cost of initial implementation is dominated by the technology costs, particularly applications. Initial facilities costs represent less than 5% of the technology costs.
3. The annual operations cost is dominated by the staffing costs with facilities representing less than 10% of the staffing costs.
4. Since the costs of facilities are not dominant, the costs for different primary alternatives are relatively close, and the costs for different back-up alternatives are relatively close, then the selection of sites should be based less on cost and more on other criteria such as availability of trained staff and implementation schedule risk.
5. Technology and staffing estimates have been based on “lite” implementations of transmission planning, ancillary services, and congestion management. If heavier solutions are accepted the estimates will increase. Required staffing for AS and CM approaches being defined by the work groups is now being reassessed.

Highlights of Meeting:

1. Transition Plan

- a. Chris Reese is joined by Richard Goddard, Deanna Phillips, and Norm Stanley on this team. Additional volunteers are joining this group.
- b. This is the Implementation WG’s most critical effort remaining. While we are refining estimates in other areas, we have no estimates yet for the start-up/transition costs.
- c. Transition plan will need to cover staffing, facilities, systems (including communications), and operations (particularly switching to a single control area). By August 25 this will be a high level plan allowing rough budgetary estimates for start-up.
- d. The establishment of the congestion management function has been identified as the critical path for start-up. A detailed plan for establishing the CM function and for consolidating to a single control area will be defined by August to flag any scheduling concerns.

2. Staffing

- a. Staffing team feels that the FTE number of 194 is too low. Feedback from CaISO suggests that the IT and planning areas are particularly light. Scheduling, settlement dispute resolution, client services, project management, and outage coordination.
- b. Staffing cost estimates will be refined by assigning staff to four or five grade levels and defining salaries for each grade.
- c. Deanna Phillips is creating functional definitions for AS and CM staffing requirements.
- d. Legal liability insurance annual premium needs to be increased to \$1.3M per year.

- e. Costs need to be added for an annual audit of functions and a less frequent audit of all processes and procedures, including one at start-up.
- f. Recruitment costs need to be added.

3. Facilities

- a. A transition plan will be developed for the case where Dittmer is the primary control center.
- b. PGE plans to provide a specific offer for the large building at Trojan to be the primary control center.

4. Systems

- a. BPA Implementation Team has creating templates for refining system price estimates. These templates have been sent to experts within the filing utilities. Delivery schedule needs to be added to each template. Templates are to be completed the week of August 14.
- b. Templates will then be sent to vendors at the end of the week for cost estimates that can be rolled up for the August 25 meeting.

5. GIA/LIA Interface

- a. Technical specifications for expected performance regarding loads, generators, etc. will be created.
- b. Existing MP and BPA documents will be used as templates.

6. Outage Coordination

- a. Jim Vinson circulated an outline of procedures and assumptions.
- b. Jim alerted the team that reliability-based maintenance is not consistent with the CM work group's assumption of maintenance scheduled a year in advance.
- c. Jim will create a document to be sent to the AS and CM work groups.

The next meeting will be for the Transition Task Team only and will be held on Friday, August 18, from 0830 to 1530 at the Kingstad Center. Chris Reese will be publishing an agenda. The next meeting of the full Implementation Work Group will be Friday, August 25, from 0830 to 1530 at the Kingstad Center.