

WIRAB Comments on the Draft Joint Guidance Committee Charter

January 29, 2016

The Western Interconnection Regional Advisory Body (WIRAB) appreciates the opportunity to comment and provide input into the charter of the re-chartered Joint Guidance Committee (JGC). During its review of governance and organizational issues, the WECC 4.9 Review Task Force proposed the re-chartered JGC as a way to ensure that WECC committees are aligned with the strategic plan of WECC's CEO and Board of Directors. It is vital that the purpose and responsibilities of the JGC are clearly defined to be able to fulfill its mission.

WIRAB supports the draft charter revised at the January 12, 2016 JGC meeting, with two clarifying changes:

1. The JGC should not only coordinate and align work at the Standing Committee / TEPPC level, but it should look for ways to better utilize the subject matter experts working for subcommittees, task forces and work groups. The subject matter experts should be utilized to address the needs of WECC as a whole and not just address a single need in a single committee at WECC.

For example, TEPPC may require the services of the subject matter experts working for the Technical Studies Subcommittee (TSS) under the Planning Coordination Committee (PCC) to conduct power flow analysis and system stability analysis to complete TEPPC study requests. WIRAB recommends the clarifying language provided in the attached redline version of the draft charter to support this role for the JGC.

2. WIRAB does not see a need to stagger the terms of the members on the JGC and recommends removing clause in 1.c under committee Composition and Governance (See attached redline edits). The pool of eligible members to be on the JGC is limited to the chair and vice-chairs of the Standing Committees and TEPPC. These individuals only serve two year terms on their respective committees (with the exception of the TEPPC chair whose term limit is undefined). With this level of turnover there is no need to stagger the membership terms. The JGC membership can mirror the leadership of the committees and change accordingly.

Establishment and Authority

The Joint Guidance Committee (JGC) is a member committee established in accordance with Section 8.3 of the WECC Bylaws.

Purpose/Responsibilities

The purposes of the JGC are to: 1) ensure alignment of priorities and work plans of the Market Interface Committee (MIC), Operating Committee (OC), and Planning Coordination Committee (PCC) (collectively the Standing Committees) and the Transmission Expansion Planning Policy Committee (TEPPC) and their underlying subcommittees, task forces and work groups with the WECC Board-approved strategic intent and priorities; 2) identify cross-functional / cross-committee issues and the strategies to address them; 3) improve and maintain overall communication and collaboration among the above committees; and 4) perform other duties as may be assigned by the WECC Board.

The JGC shall:

- a. Work in coordination with WECC to align the priorities and work plans of the Standing Committees and TEPPC with WECC Board-approved strategic priorities.
- b. Address identified cross-functional reliability issues—for example, by coordinating committee responses, making appropriate work assignments, ~~and~~ creating cross-functional task forces and encouraging cross-committee utilization of subject matter experts compiled in subcommittees, task forces and work groups under the above committees.
- c. Provide input to the WECC Board and staff on strategic direction—for example, priorities defined through the WECC strategic and operating planning processes.
- d. Improve and maintain communications among the above committees.
- e. ~~Arrange~~ an annual Joint Session among the above committees and other Joint Sessions as needed.
- f. Ensure that the chairs and vice chairs of the above committees and their subcommittees, and WECC representatives to NERC committees, attend the WECC Leadership Training upon their new assignment. This will ensure committee leadership understands WECC's governance structure, the roles and responsibilities of the committees, and the benefits of broader collaboration and communication.
- g. Encourage members of the above committees receive the WECC Orientation upon their new assignment.

Committee Composition and Governance

1. Membership

- a. The JGC shall consist of one member representative (committee chair or vice chair as determined by each committee) from each of the following, subject to Board approval:
 - Market Interface Committee
 - Operating Committee
 - Planning Coordination Committee

- Transmission Expansion Planning Policy Committee
 - WECC executive (appointed by the WECC CEO)
- b. A non-voting MAC liaison (appointed by the MAC Chair) is expected to attend and participate in all JGC meetings.

~~2. The JGC shall strive for continuity, such that terms are staggered and for a minimum of one year.~~

3.2. Leadership

- a. The JGC shall use a co-chair model to include the CEO-appointed WECC executive and one of the Standing Committee or TEPPC representatives, rotated in the following order: TEPPC, MIC, OC, PCC. The CEO-appointed WECC executive shall serve until replaced by the CEO. The committee representative co-chair shall serve a one-year term.
- b. The JGC co-chairs shall appoint someone to take minutes, who need not be a member of the JGC.
- c. The JGC co-chairs shall manage the committee and its meetings.
- d. The committee representative co-chair (or designee) will preside over any Joint Sessions.

4.3. Meetings

- a. The JGC shall determine the time and place of its meetings, provided that it shall meet at least three times per year and in accordance with the WECC meeting policy.
- b. The JGC shall determine the procedures for its meetings, except:
 - i. A quorum for meetings shall be a majority of JGC members.
 - ii. Action taken by the committee shall require a majority vote of those members present.
 - iii. Meetings of the committee may be in person or by conference call as called by the co-chairs.
- c. The co-chairs or designee shall provide email notice of the time and place of all meetings of the JGC to each member of the JGC, the MAC liaison, the Board and other persons requesting notice, and shall post notice of all meetings on the WECC website, no later than three days prior to the meeting. The notice shall include an agenda and identification of the items for which action may be taken.

Reporting

The JGC shall report its activities and any recommendations to the WECC Board. The JGC shall annually review each subcommittee, task force or work group that reports to the JGC to determine whether that subcommittee, task force or work group is still necessary or should be dissolved.

Review and Changes to the Charter

The JGC shall review this charter annually and recommend any changes to the Board.

Approved by the WECC Board of Directors: _____ **March 9, 2016** _____