

# IMPLEMENTATION WORK GROUP

**August 4, 2000  
0830-1000**

## Conference Call

**Call Minutes  
Version 1 – August 7, 2000**

**Attendees:**

Douglas Cave	BC Hydro	604-293-5802	douglas.cove@bchydro.bc.ca
John Boucher	KEMA Consulting	503-258-0182	jboucher@kemaconsulting.com
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
Jon Kaake	PacifiCorp	503-813-5734	jon.kaake@pacificorp.com
Rich Niska	PacifiCorp	503-251-5183	rich.niska@pacificorp.com
Deanna Phillips	BPA/PBL	503-230-5164	dmphillips@bpa.gov
Chris Reese	Puget Sound Energy	465-462-3055	creese@puget.com
Norm Stanley	PacifiCorp	503-251-5155	norm.stanley@pacificorp.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
Mike Ryan	Portland General Electric	503-464-8793	mike_ryan@pgn.com

**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	<b>Conference Call</b>	✓
August 11, 2000	0830 - 1530	Work Group Meeting	PDX Conference Center	
August 18, 2000	0830 - 1100	Work Group Meeting	Conference Call???????	
August 25, 2000	0830 - 1530	Work Group Meeting	May be earlier in the week?	

**Assignments:**

<b>Action Item</b>	<b>Responsible Parties</b>	<b>Status</b>
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
Create drawing and list of specifications for the building and use to refine costs	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

**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.

### **Highlights of Meeting:**

#### **1. Feedback from RRG**

- a. RRG was in agreement with the approach and results of the Implementation WG to date.
- b. RRG was concerned that contracting with the PNSC did not result in duplication of responsibilities or systems.

#### **2. Transition Plan**

- a. Chris Reese is joined by Richard Goddard, Deanna Phillips, and Norm Stanley on this team.
- b. An updated topics list will be published by Chris before the 11 August meeting.
- c. 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.
- d. Transition plan will need to cover staffing, facilities, systems (including communications), and operations (particularly switching to a single control area).

#### **3. 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. Deanna Phillips will create functional definitions for AS and CM staffing requirements.
- c. Legal liability insurance annual premium needs to be increased to \$1.3M per year.
- d. 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.

- e. Recruitment costs need to be added.

**4. Facilities**

- a. See action item on drawings and specifications
- b. PGE to update intentions regarding Trojan building

**5. Systems**

- a. BPA Implementation Team is creating templates for refining system price estimates. These templates are being sent to experts within the filing utilities.
- b. John Boucher to help pursue any uncovered items.

**6. GIA/LIA Interface (reported by Le Roy Patterson after the call)**

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

**The next meeting will be held on Friday, August 11, from 0830 to 1530 at the PDX Conference Center in the Portland Airport. Agenda will be published later this week.**