



July 8, 2008

**SCENARIO ASSESSMENT TASK FORCE**

**Subject:** July 15, 2008 Scenario Assessment Task Force Agenda

Dear Task Force Members:

The Scenario Assessment Task Force is scheduled to meet July 15, 2008. The agenda for this meeting is attached.

The meeting will begin at 9:00am and will be held at the Embassy Suites located at 7901 East 34<sup>th</sup> Avenue in Bloomington, MN. If you require overnight accommodations please contact the hotel directly at (952) 854-1000. Please mention **Corporate Code L-P26** to obtain the negotiated rate of \$149/night + tax.

To control costs and ensure the proper amount of food is ordered please RSVP your attendance via return email. If you require any AV needs (MRO will provide a LCD projector and a conference phone, if applicable) please note these in your RSVP.

If you have any questions regarding this meeting please contact Sandy Humenansky via email at [sl.humenansky@midwestreliability.org](mailto:sl.humenansky@midwestreliability.org) or via telephone at (651) 855-1730.

Regards,

*Hoa V. Nguyen*

Hoa V. Nguyen, Chairman  
Reliability Assessment Committee

HVN:slh

Attachment





**MEETING AGENDA  
MIDWEST RELIABILITY ORGANIZATION  
Scenario Assessment Task Force  
The Embassy Suites – Bloomington, MN  
July 15, 2008 – 9:00 am**

1. **Call to Order**
2. **Welcome** Hoa Nguyen
3. **Standards of Conduct and Anti-Trust Guidelines**
4. **Midwest Reliability Organization and NERC** Staff
5. **Scenario Assessment Task Force Scope** Staff/Hoa Nguyen
  - a. *Review SATF Scope*
  - b. *Review MRO Policy and Procedure 2*
6. **SATF Chair and Vice Chair Appointments** Hoa Nguyen
7. **MRO 2008-2009 Scenario Assessment** Staff/Hoa Nguyen
8. **Scenario Assessment Task Force 2008-2009 Work Plan** SATF Members
9. **Other Business**
10. **Next Meeting**
11. **Adjourn**

**Agenda 1.  
Call to Order**

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**Scenario Assessment Task Force  
2008 Roster**

<b>Name</b>	<b>Geographic Region</b>	<b>Company</b>
Keven Szarkowski	Dakotas	Basin Electric Power Cooperative
Joe Berry	Iowa	ITC Midwest
Jay Porter	Minnesota	Great River Energy
Randall Oye	Minnesota	Xcel Energy
Rich Quest	Minnesota	Xcel Energy
Dustin Betz	Nebraska	Nebraska Public Power District
Hamish Wong	Wisconsin	Wisconsin Public Service
Wenchun Zhu	Wisconsin	American Transmission Company
Matt Ellis	ISO/RTO	Midwest ISO
Jeff Mitchell	Regional Entity	ReliabilityFirst Corporation
<b>Staff</b>		
Salva Andiappan		Midwest Reliability Organization
Adam Flink		Midwest Reliability Organization
Dan Jesberg		Midwest Reliability Organization
John Seidel		Midwest Reliability Organization

**Agenda 2.**  
**Welcome**

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**Agenda 3.  
Standards of Conduct/Anti-Trust Guidelines**

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## Standards of Conduct

FERC Standards of Conduct prohibit MRO staff, committee, subcommittee and task force members from sharing non-public transmission sensitive information with anyone who is either an affiliate merchant or could be a conduit of information to an affiliate merchant.

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## Anti-Trust Reminder

Participants in Midwest Reliability Organization meeting activities must refrain from the following when acting in their capacity as participants in Midwest Reliability Organization activities (i.e. meetings, conference calls, and informal discussions):

- Discussions involving pricing information; and
- Discussions of a participant's marketing strategies; and
- Discussions regarding how customers and geographical areas are to be divided among competitors; and
- Discussions concerning the exclusion of competitors from markets; and
- Discussions concerning boycotting or group refusals to deal with competitors, vendors, or suppliers.

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**Agenda 4.**  
**Midwest Reliability Organization and NERC**

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**Agenda 5.**  
**Scenario Assessment Task Force Scope**

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**Agenda 5.a.**  
**Scenario Assessment Task Force Scope**  
*Review SATF Scope*

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**Midwest Reliability Organization**  
**Scenario Assessment Task Force**

**Scope**

The Scenario Assessment Task Force (SATF) shall report to the Midwest Reliability Organization Reliability Assessment Committee (RAC). The principal task of the SATF is to conduct regional Scenario Assessments for the MRO. These Scenario Assessments are requested by the NERC Planning Committee as part of the NERC *Long-Term Reliability Assessment* (LTRA).

The ten-year LTRA forms a basis for the NERC reference case, which is generally based on the assumptions that policy and regulations will be constant throughout the reported horizon and that the variety of economic trends, weather patterns, and system equipment behave as expected. Scenario assessments would indicate the relative sensitivity of the reference case to changes in pre-specified conditions and provide insight into risks to regional reliability. The scenario to be studied and the assessment completion timeframe are to be specified by the NERC Planning Committee.

**Membership**

The SATF membership shall be flexible to allow changes in the task force's expertise as the scenario topic changes. The SATF membership shall consist of:

- Members representing the following geographical areas within the MRO:
  - Dakotas
  - Minnesota
  - Nebraska
  - Iowa
  - Canada (Manitoba and Saskatchewan)
  - Wisconsin/Upper Peninsula Michigan
- Liaison Members from the MAPP Regional Transmission Committee, MAPP Pool Administrative Committee, Midwest ISO, Southwest Power Pool, and ReliabilityFirst Corporation, and other organizations as deemed necessary by the RAC for specific scenario assessments.
- Guest Members who, as industry experts, are requested to support specific scenario assessments.
- MRO staff member as the administrative facilitator for the task force.

Except the MRO staff member, all the SATF participants are voting members of the SATF. The Reliability Assessment Committee will appoint the Members from the MRO geographical areas, ratify the Liaison Members, and request the participation of the Guest Members. The Chairman and Vice Chairman of the SATF will be appointed by the Chairman of the RAC. The MRO staff members will serve as the Secretary to the SATF.

**Agenda 5.b.**  
**Scenario Assessment Task Force Scope**  
*Review MRO Policy and Procedure 2*

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**Midwest Reliability Organization**  
**Policy and Procedure 2: Expense Reimbursement**

**Objective**

The objective of this Policy and Procedure is to assure board and committee (organizational groups) member expenses are reimbursed consistently and accurately.

**Policy**

Pursuant to Section 7.5 of the Midwest Reliability Organization ("MRO") bylaws, the MRO board members have the right to reimbursement for actual and reasonable travel expenses for board meetings or when required to attend meetings on behalf of the Corporation.

Consistent with the annual budget of the Corporation, the board may authorize reimbursement by the Corporation for members of organizational groups (other than committees of the whole) for reasonable travel, meals, and lodging expenses for organization group meetings or for representation of the Corporation at other business meetings as authorized by the board.

The board of directors may authorize reimbursement for persons acting on behalf of the Corporation, as necessary in the interests of the Corporation.

**Responsibilities**

Each board member or authorized organizational group member is responsible for submitting reasonable travel expenses to the designated staff member of the Corporation.

The Corporation shall reimburse board members or authorized organizational group members within thirty (30) days of receiving the proper reimbursement request.

**Provisions**

The board members or authorized organizational group members shall utilize a form of reimbursement which provides enough detail to determine the nature and type of reimbursable expense. Please refer to Appendix 2-1 for a form suitable for reimbursement.

Approved by board: March 29, 2007

Revised and Approved by board: June 19, 2008



**Agenda 6.**  
**SATF Chair/Vice Chair Appointments**

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**Agenda 7.**  
**MRO 2008-2009 Scenario Assessment**

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**Agenda 8.**  
**2008-2009 Scenario Assessment Task Force Work Plan**

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**Agenda 9.**  
**Other Business**

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**Agenda 10.  
Next Meeting**

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**Agenda 11.**  
**Adjourn**

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