

**Southwest Power Pool
Stakeholder Prioritization Task Force
Minutes
AEP Office-Dallas
March 19, 2015
9:00am – 3:00pm Central**

Agenda Items 1-3

Call to Order, Introductions/Attendance, Review of Agenda

Jim Jacoby (Acting Chair, AEP on behalf of Bill Grant, Xcel), called the meeting to order of the Stakeholder Prioritization Task Force (SPTF) at 09:00am on March 19, 2015, and welcomed everyone to the meeting. Attending the meeting were John Varnell (Tenaska), Walt Shumate (Shell), Heather Starnes (MJMEUC and CUS), Amber Metzger (Xcel proxy for Bill Grant), Paul Malone (NPPD), Steve Gaw (Wind Coalition), Shawnee Claiborn-Pinto (PUCT), Annette Holbert (SPP), Jim Gunnell (SPP), Alice Wright (SPP), Michael Desselle (SPP), Philip Bruich (SPP). See **Appendix 1: Attendance**.

Agenda Item 4, SPTF Charter Review and Discussion

Annette Holbert (SPP, task force Staff Secretary), reviewed the task force charter. Edits were proposed. Further discussion is pending and the group plans to come to agreement on a final version of the draft charter to be presented for MOPC approval at the April meeting.

Agenda Item 5, ERCOT Process

Annette Holbert reviewed the external stakeholder process currently utilized by ERCOT. SPP staff visited ERCOT to gain an understanding of their approach. The ERCOT process utilizes a stakeholder committee to prioritize all enhancements prior to BOD and PUCT approvals.

Agenda Item 6, SPP Process

Annette Holbert and Alice Wright (SPP), presented an overview of the SPP prioritization process. SPP utilizes an Enterprise Project and Prioritization process. This involves staff identifying whether project requests have enterprise-wide impacts within SPP. There is a Project Review Prioritization Committee (PRPC), consisting of staff directors, who ranks and prioritizes Enterprise projects. Other projects not considered to have enterprise impacts are prioritized by a separate SPP group. Assigned priorities are utilized in project/work scheduling. Resource availability and other dependencies do not always allow highest ranked projects to be worked first.

Agenda Item 7, Similarities and Differences

The task force discussed the key differences between SPP and ERCOT processes. The key difference between SPP and ERCOT is the inclusion of a separate stakeholder committee to prioritize all enhancements prior to BOD approval. SPP currently communicates status updates on approved projects to committees and working groups, and staff prioritizes the projects subject to BOD approval of capital, mandatory and foundation projects.

Agenda Item 8, Prioritization Approach Discussion

The task force discussed an approach for developing straw proposals for external stakeholder prioritization. The SPTF will continue to develop an approach which would consist of external stakeholders prioritizing member facing/impacting revision requests, mandated projects and enhancements. This process would be separate but conducted in conjunction with the existing SPP methodology. The stakeholder process would also follow the same ranking criteria used by SPP for prioritization.

Agenda Item 9, Next Steps

See Action Items.

Agenda Item 10, Action Item Review

The following new action items were recorded.

Working Group Action Items					
Action Item	Org Group	Date Originated	Action Item	Update Summary	Status (Not Started, In Progress, Closure Pending, On Hold, Closed)
1	SPTF	03/19/15	SPTF to modify and approve SPTF charter in time for the April MOPC meeting.		In Progress
2	SPTF	03/19/15	John Varnell to share ERCOT's PRS voting rules, charter, and updated process		In Progress
3	SPTF	03/19/15	SPP staff to develop a straw proposal for a stakeholder prioritization process		In Progress
4	SPTF	03/19/15	SPP staff to develop a straw proposal for portfolio reporting		In Progress
5	SPTF	03/20/15	SPP staff to develop a straw proposal for a stakeholder group to perform prioritization		In Progress
6	SPTF	03/21/15	SPP staff to schedule upcoming SPTF meetings and/or conference calls		In Progress

Agenda Item 11, Adjournment

With no further business, Jim thanked everyone for participating and adjourned the meeting at 2:50 pm.

Respectfully submitted,

Annette Holbert
Secretary

Appendix 1: Attendance

First Name	Last Name	Position	Company	3/19/2015
Bill	Grant	Chairman	Xcel Energy	Proxy- Amber Metzker
Steve	Gaw	Member	Wind Coalition	x
Walt	Shumate	Member	Shell	x
Seth	Cochran	Member	Exelon	
Jim	Jacoby	Member	American Electric Power	x
John	Varnell	Member	Tenaska	x
Dennis	Reed	Member	Westar Energy, Inc.	Proxy- Heather Starnes
Paul	Malone	Member	Nebraska Public Power District	x
Heather	Starnes	Member	MJMEUC	x
Annette	Holbert	Staff Secretary	Southwest Power Pool	x