

**Southwest Power Pool
Stakeholder Prioritization Task Force
Minutes
Net Conference
May 27, 2015
8:30 a.m. – 12:00 p.m. Central**

Agenda Items 1-3, Administrative Items

Call to Order

Bill Grant (Xcel) called the meeting to order at 8:30 a.m.

Attendance & Administrative Items

Annette Holbert (SPP) recorded attendance and confirmed quorum was met. **See Appendix1: Attendance.**

Review of Agenda

Bill reviewed the agenda with the group. No changes were noted.

Agenda Item 4, Process Review

The group reviewed the process, including enhancement request management, priority scoring, SPP portfolio reporting, and a quarterly net conference open to all stakeholders. Per discussion, the process as updated based on discussion in previous meetings will be presented to the MOPC for review and approval in the July meeting.

Agenda Item 5, Expediting Late Enhancement Requests

Annette Holbert explained the proposed handling of late enhancement requests. Late requests are those received after the quarterly submission deadline and requested for timeline exception. Per discussion, late enhancement requests must be received no later than 10 days prior to the quarterly meeting, must include all required submission criteria, and must include justification for the timeline exception. Late requests will be included in quarterly meeting materials with limited SPP review and will be considered during the quarterly meeting for possible inclusion in the SPP Portfolio Report.

Agenda Item 6, MOPC Meeting & Reporting Process

The group discussed the content of the SPP Portfolio Report to be presented to MOPC and decided the report should be a full report, with the ability to filter if desired. The Portfolio Report will be posted on SPP.org. Staff will submit a written report for inclusion in the MOPC background materials, with a link to the report. The written report will cover the highlights of the quarterly meeting and will reference any items that need to be discussed by the MOPC. In addition, MOPC attendees may request discussion of items as they wish, per regular MOPC processes. SPP staff, including SMEs, will be available during the MOPC meeting to support the discussion as needed.

Agenda Item 7, Wrap-Up/Review/Next Steps

The group discussed the following additional topics, based on the assumption that the MOPC will approve the proposed process in the July 2015 meeting.

- Timeline for beginning the new process: SPP staff reported they plan to hold the first quarterly meeting in December 2015, to support presentation of the first SPP Portfolio Report in the January 2016 MOPC meeting.
- Ongoing existence of the SPTF: Per input from Carl Monroe (MOPC Staff Secretary) and Noman Williams (MOPC Chair), the SPTF will monitor the first few cycles of the vetting and prioritization process but will not be maintained as a long-term group. Per this direction, a review meeting will be scheduled for soon after the first quarterly meeting in December. The meeting will be used to identify opportunities to improve the effectiveness of the meeting and the process itself. This review meeting also may be repeated following the January MOPC as well as the second round of quarterly and MOPC meetings.

Future meetings will be used to review the draft MOPC recommendation and presentation. The future meeting schedule is shown below.

- June 15 Net Conference 8:30 a.m. – 12 p.m.
- June 22 Net Conference 1 p.m. – 3:30 p.m.

Agenda Item 10, Action Item Review

No new action items were recorded during the meeting. The current list of action items (open and closed) are shown below.

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.	Update 5/18/2015: Charter was updated and MOPC approved in the April meeting.	Closed
2	SPTF	03/19/15	John Varnell to share ERCOT's PRS voting rules, charter, and updated process	Update 4/3/2015: ERCOT's process is available on the SPTF site on SPP.org	Closed
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	03/19/15	SPP staff to develop a straw proposal for a stakeholder		In Progress

			group to perform prioritization		
6	SPTF	03/19/15	SPP staff to schedule upcoming SPTF meetings and/or conference calls	Update 5/1/2015: Upcoming meetings are scheduled and available for registration on SPP.org.	Closed

Agenda Item 11, Adjournment

Bill Grant adjourned the meeting at 9:30 a.m.

Respectfully submitted,

Annette Holbert
Secretary

Appendix 1: Attendance

First Name	Last Name	Position	Company	5/27/2015
Bill	Grant	Chairman	Xcel Energy	x
Steve	Gaw	Member	Wind Coalition	
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.	x
Paul	Malone	Member	Nebraska Public Power District	x
Heather	Starnes	Member	MJMEUC	x
Annette	Holbert	Staff Secretary	Southwest Power Pool	x