



GridWise Architecture Council Horizon Meeting New Orleans, LA

January 15-16, 2008

Meeting Minutes

The meeting was held from 8:00 am – 5:00 pm on January 15 and 8:30 a.m. – 4:00 p.m. on January 16, 2008, led by Chairman Jack Mc Gowan, Energy Controls, Inc.

The following individuals were present:

Architecture Council Members

Ron Ambrosio, IBM T.J. Watson Research Center
Joe Bucciero, KEMA Consulting
David Cohen, Infotility
Rik Drummond, Drummond Group
Erich Gunther, EnerNex Corporation
Stephanie Hamilton, Southern California Edison
Dave Hardin, Invensys Process Systems
Lynne Kiesling, Northwestern University
Mike McCoy, Becker Capital Management
Jack Mc Gowan, Energy Controls, Inc.
Russell Robertson, Tennessee Valley Authority
Richard Schomberg, Electricite de France
Alison Silverstein, Consultant

Architecture Council Support

Steve Widergren, PNNL
Ron Jarnagin, PNNL
Heather Kuykendall, PNNL
Ruth Taylor, PNNL (via telecom)

Visitors

Anto Budiardjo, Clasma Events (via telecom)
Michael Burns, Itron
Kenneth Huber, PJM Interconnection
Eric Lightner, Department of Energy

Proprietary Information Notice

The members and guests were reminded of the proprietary information disclosure policy from the Bylaws.

Horizon Discussion and Planning Session

The majority of the meeting focused on developing a shared vision of the GWAC five or so years from now with a strategy and tactics for getting there. The discussion included,

1. What the new Energy Independence and Security Act of 2007 means for the GWAC and interoperability
2. The GWAC's mission, purpose, and goals
3. What do we want the GWAC to be and have accomplished in 5 years?
4. What specific tactics will we undertake to accomplish that success?
5. What organization and process issues will we need to address to facilitate that success?

The notes from the horizon portion of the meeting are included in the appendix.

The first day of brainstorming was designed to envision the future direction of the GWAC for the next five years without pausing to consider the tactics needed to achieve those goals. The expectation expressed by the Council was to define their role further as it relates to interoperability and the Smart Grid relative to DOE, NIST, and FERC, and to build the image of the GWAC as an independent trusted agent.

The second day of goal setting focused on the steps needed to reach the goals identified in day one.

Action Items:

- Ron Jarnagin is to synthesize and summarize the actions and agreements from these discussions and distribute to the Council. (due 25 Jan 08)

Meeting Minutes Approval

The minutes from the December 14 web meeting were approved with no changes. All meeting minutes are available at <http://www.gridwiseac.org/meetings/meetingminutes.aspx>.

Upcoming GWAC Meetings

- March 19-20, 2008 – face-to-face meeting, target Washington, DC
- April 4, 2008 – web meeting from 9 – 11 am PT
- May 19-20, 2008 – face-to-face meeting, to be held in Santa Clara in conjunction with Connectivity Week
- July 2008 – web meeting – date TBD
- September 23-25, 2008 – face-to-face meeting, to be held in Washington, D.C. in conjunction with GridWeek
- November or December 2008 – Grid-Interop 08 in Atlanta, GA

Action Items:

- Heather Kuykendall is to coordinate logistics for March meeting with council members and invited speakers (consider groups identified in smart grid legislation including DOE, NIST, EEI, NEMA, and FERC) (due 19 Feb 08).
- Steve Widergren to review conflict with ConnectivityWeek sessions on May 20th meeting date (due 19 Mar 08).

Implications of the Title XIII Smart Grid Legislation

Presentation – Alison Silverstein

In preparation for the goal setting activity, Alison Silverstein presented the Energy Independence & Security Act of 2007 (EISA) that mentioned the GWAC, and illustrated how it is relevant in preparation for the goal setting activity. Immediate opportunities/responsibilities identified were to advise and assist the DOE advisory committee, their government task force, and to engage NIST and educate them on the GWAC work to date, which will be helpful to them in forming their interoperability standards.

Action Item:

- Heather Kuykendall is to post the final signed Energy Independence & Security Act of 2007 on the SharePoint site (due 21 Jan 08).

DOE Smart Grid Perspective and Office of Electricity Update

Presentation – Eric Lightner

Eric Lightner gave a presentation on the new requirements for DOE-OE concerning the new Smart Grid legislation, and the efforts that are being made to assemble the Smart Grid Advisory Committee and Smart Grid Task Force. The model of the task force was described, as well as a schedule for their deliverables.

Action Item:

- Steve Widergren and Eric Lightner are to meet with NIST on new legislation. (due 15 Feb 08)

Grid-Interop 07 Closure

The proceedings were finalized and posted on the GWAC website. The misalignment of answers on the survey at the forum was discussed, and it was decided that the survey was not a statistically sound questionnaire, and the processing of the results was imprecise as well. Consideration will be given to a different format next year. As a result of the roundtable sessions, a B2G Summit has been organized and similar I2G and H2G sessions may take place as a part of ConnectivityWeek. The B2G Summit is to take place in New York City on January 21. Ron Ambrosio and Jack McGowan will be attending the event, and 30-40 attendees are expected.

Anto joined the meeting by telephone and reported on the planning for ConnectivityWeek. There will be a session on smart grid basics (Erich Gunther has material he can tailor from a DistribuTECH education session. IndConn and HomeConn are tentatively scheduled to be a part of ConnectivityWeek in May. David Hardin said the the IndConn agenda is being formed. Clasma Events is looking into Atlanta, GA as a possible locale for Grid-Interop 2008 during the first two

weeks of December. Joe Bucciero suggested that a November date be reconsidered because of the holidays, but Anto said he may have a conflict during that time.

Action Item:

- Team leaders (Jack Mc Gowan (B2G), Dave Hardin (I2G), and Erich Gunther (H2G)) of the priority action roundtables are to report the status of their group’s activities, identify next steps, and recommend resource needs. (due 1 Feb 08)

Member Renewal Status

Seven new candidate submittals were received, with ten others indicating an interest or intent to submit. The Nominations Committee includes Jack Mc Gowan, Dave Hardin, Gil Bindewald, Paul Wang, and Steve Widergren. The updated schedule for the nominations process is as follows:

Candidate Call Period Ends	January 15, 2008
Nominee Selection	January 25, 2008
Confirm Commitments & Finalize Slate	January 30, 2008
Nominee Confirmation	February 1, 2008

Action Item:

- Renewing Council members are to submit their letters of commitment (due 1 Feb 08)

GWAC Impact Metrics 2007

Steve Widergren provided an update on the GWAC Impact Metrics for 2007. GWAC materials were cited twice. Three projects have applied GWAC materials. Two organizations have publicly endorsed GWAC Principles and Framework. GWAC members had 28 engagements that were recorded. GWAC was cited in press and gatherings 43 times.

Meeting Reimbursement Procedure

Heather Kuykendall presented the new travel reimbursement procedure that will now go through Paul Wang. Before GWAC related travel, Council members are to fill out the Advance Travel Reimbursement Request (ATRR) located on the SharePoint site, and forward to Steve Widergren. Heather will reply to the member with an approved form, and a reimbursement form with the appropriate per diem amounts. To receive reimbursement, members need to forward the approved ATRR, completed travel reimbursement form, and scanned receipts to wang@e2rg.com. Reimbursement will be via an ACH payment.

Communications Planning

Ruth Taylor described the progress that the Council has made regarding targeted publications. Alison Silverstein’s article in the Smart Grid Newsletter was published on January 16. With the goals expressed during the horizon sessions related to image and direction, it was suggested that new communication activities be put on hold until relevance can be confirmed within the Communications Team.

Action Item:

- Ruth Taylor is to schedule a meeting with the Communications Team to realign the communications plan with Horizon Meeting ideas, and to revisit the assignment list to see if it is still relevant. (due 15 Feb 08)

Interoperability Benefits Papers

The Financial Benefits Paper contract is still in process, but we hope to award it soon. At that point the identity of the contractor will be disclosed. The Environmental Benefits Paper will be the next focus. To expedite matters, the benefits team will consider a sole-source contract in the future. The statement of work (SOW) for the Consumer Benefits Paper will be written as soon as the Environmental Benefits SOW is completed. The previously proposed Reliability Benefits Paper should consider the work the smart grid legislation will do on to report on reliability implications.

Action Item:

- Council members are to provide recommendations for documents to be used as reference in the Environmental Benefits Paper (due 1 Feb 08).

Near-term Interop Collateral

The Decision Makers' Checklist needs to be revised from comments that have been submitted by March 31, and a vote for acceptance will be scheduled by the end of April. Additional checklists have been identified: an IT Checklist and an End-User Checklist. Erich Gunther has created a checklist that he is using to "grade" smart grid projects. This might be something to transform into a GWAC product. Steve Widergren suggested that it be reviewed with the context-setting framework in mind. Alison Silverstein proposed that the materials the Council needs to create by December 19, 2008, the anniversary of the EISA are 1) a smart grid statement, 2) four targeted checklists, 3) four benefits papers, and 4) a final interoperability framework document. A smart grid roadmap was also considered, but it was decided that a roadmap should be written in collaboration with other players, and this idea will be revisited by the Council at ConnectivityWeek or GridWeek. It would be beneficial to receive an endorsement from PJM, SCE, IBM, and NIST.

Action Items:

- Alison Silverstein is to brief FERC, OEDER, and Smart Grid Task Force on interoperability materials and the GWAC vision. (due 19 Mar 08)
- Mike McCoy, Russell Robertson, and Erich Gunther are to brief Bonneville Power Administration on adopting and endorsing GWAC materials. (due 19 Mar 08)
- Alison Silverstein is to finalize the Decision Makers' Checklist (due 31 March 08)
- Heather Kuykendall is to call the Council to a vote on acceptance of the Interoperability Framework v 1.0. (due 1 Feb 08)
- Lynne Kiesling and Erich Gunther are to begin preparation of the End-User Checklist.

Outreach & Liaison Reports

IntelliGrid – Erich Gunther reported that IntelliGrid is conducting utility smart grid roadmaps. They are holding workshops with several utilities on the topic of how their systems will evolve toward smart grid directions. They understand that each utility will be different. A report will be produced in

the fall of 2008 that highlights commonalities and may produce some templates that can help other utilities with their planning process. Duke is the focus right now. They are also looking for specific smart grid applications, to apply GWAC Interoperability and IntelliGrid products.

Mike McCoy – Mike gave a presentation at a NW Power Planning meeting on December 11, 2007. Prices to devices in this region are difficult as electricity markets have been problematic to form. He will be presenting to the Bonneville Power Administration and others soon as well.

Joe Bucciero – Joe will be attending the SANS conference on January 17, 2008.

Dave Cohen – Dave represented GWAC at ACORE’s Renewable Energy America “Phase II” Policy Conference on November 28-29, 2007.

Erich Gunther – Erich attended an IEEE Power and Energy Society meeting and reported that progress is being made with the newly formed Smart Grid technical subcommittee. He noted that they would investigate using the GWAC KnowledgeBase and coordinate more with GWAC.

Summary of New Action Items

Item	Owner	Due Date
Ron Jarnagin is to synthesize and summarize the actions and agreements from these discussions and distribute to the Council.	Jarnagin	1/25
Heather Kuykendall is to coordinate logistics for March meeting with council members and invited speakers (consider groups identified in smart grid legislation including DOE, NIST, EEI, NEMA, and FERC.)	Kuykendall	2/19
Steve Widergren to review conflict with ConnectivityWeek sessions on May 20 th meeting date	Widergren	3/19
Heather Kuykendall is to post the final signed Energy Independence & Security Act of 2007 on the SharePoint site	Kuykendall	1/21
Steve Widergren and Eric Lightner are to meet with NIST on new legislation.	Widergren	2/15
Team leaders (Jack Mc Gowan (B2G), Dave Hardin (I2G), and Erich Gunther (H2G)) of the priority action roundtables are to report the status of their group’s activities, identify next steps, and recommend resource needs.	Mc Gowan, Hardin, & Gunther	2/1
Renewing Council members are to submit their letters of commitment.	Ambrosio, Cohen, Drummond, Gunther, Hamilton, Kiesling, McCoy, & Silverstein	2/1
Ruth Taylor is to schedule a meeting with the Communications Team to realign the communications plan with Horizon Meeting ideas, and to revisit the assignment list to see if it is still relevant.	Taylor	2/15
Council members are to provide recommendations for documents to be used as reference in the Environmental Benefits Paper.	Council members	2/1

Alison Silverstein is to brief FERC, OEDER, and Smart Grid Task Force on interoperability materials and the GWAC vision.	Silverstein	3/19
Mike McCoy, Russell Robertson, and Erich Gunther are to brief Bonneville Power Administration on adopting and endorsing GWAC materials.	McCoy, Robertson, Gunther	3/19
Alison Silverstein is to finalize the Decision Makers' Checklist.	Silverstein	3/31
Heather Kuykendall is to call the Council to a vote on acceptance of the Interoperability Framework v 1.0.	Kuykendall	2/1
Lynne Kiesling and Erich Gunther are to begin preparation of the End-User Checklist.	Kiesling & Gunther	