GridWise Architecture Council Meeting
Web-Meeting, hosted by PNNL, Richland, Washington
January 22, 2007

Meeting Minutes

Prepared 22 January 2007

The meeting was held from 9:00-11:30am Pacific Time and led by Jack McGowan, GWAC Chairperson. The following individuals were present:

Architecture Council Members

> Ron Ambrosio, IBM T.J. Watson Research Center
>
> Erich Gunther, EnerNex Corporation
>
> Stephanie Hamilton, Southern California Edison
>
> Dave Hardin, Invensys Process Systems
>
> Lynne Kiesling, Northwestern Univ. & IFREE
>
> Mike McCoy, Becker Capital Management
>
> Jack McGowan, Energy Controls, Inc.
>
> Alison Silverstein, Consultant
>
> Don Watkins, Bonneville Power Administration

Architecture Council Support

> Steve Widergren, PNNL
>
> Olga Anna Kuchar, PNNL
>
> Mia Paget, PNNL

Not Present

> Jay Britton, AREVA-T&D Corporation
>
> David Cohen, Infotility
>
> Rik Drummond, Drummond Group Inc.
>
> Larsh Johnson, eMeter Corporation

Proprietary Information Notice

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

Review and Approve 29 November 2006 Meeting Minutes

The minutes for the November 29-30, 2006 face-to-face meeting were approved by the Council.

March 7-8 GWAC Meeting: Las Vegas, Nevada

The next GWAC face-to-face meeting is scheduled for March 7 - 8, 2007 in Las Vegas, Nevada. The meeting location is the Hampton Inn Tropicana. A room block has been reserved for the Council members and guests.

Speakers for the March Meeting

The following speakers are being contacted for the Las Vegas meeting in March:

- Alison Silverstein suggests Catherine Allen, Executive Director of BITS, a financial/banking interoperability and security organization with the focus of how to get the CEO and other officers to listen.
- Stan Johnson, NERC's Director of Situation Awareness and Infrastructure Security.
- Commissioner Jon Wellinghoff from FERC.

Action Items: Olga Kuchar and Steve Widergren will contact the March GWAC guests for their availability.

Member Renewal

The council member renewal process is currently underway and a progress report was given by Steve Widergren. The Call for Candidates was closed on January 19, 2007 with 14 candidates submitting their applications. The diversity and spread of the candidates represents good coverage of the abilities the Council was seeking for these positions.

A Nominations Committee was formed that includes the GWAC Administrator (Steve Widergren), two council members (David Cohen and Rik Drummond), and two people selected by Eric Lightner (Gilbert Bindewald and Paul Wang). They are currently meeting to discuss and nominate a slate to fill the open positions. The slate is then reviewed and confirmed by the confirmation committee (sitting Council members and Eric Lightner). The current review date is set for February 9, 2007.

Action Items: Heather Kuykendall will schedule a meeting with the Nominations Committee, Council members, and Eric Ligtner.

Interoperability Framework Document

Steve Widergren presented the status of the interoperability framework document. The document was circulated to all Council members for feedback and revisions, including an external technical panel. The comments from pilot reviewers with the requisite background were all favorable. Comments and suggestions were inserted and a final document was produced and presented to the Council members in January. The Council approved the document as adequate to support the workshop.

Action Items: Steve Widergren to prepare the interoperability document for public dispersion.

Interoperability Framework Workshop

Steve Widergren presented a status of the preparation for the interoperability framework workshop to take place in Dallas, Texas on April 11 – 12, 2007. The goal of the workshop is two-fold: to refine the interoperability framework document (gain acceptance of the concepts within this group of experts), and to organize the forum (symposium) in the late summer. The structure of the workshop would be a full group briefing in the first morning, with breakout sessions on topics related to the framework document in the afternoon; the structure on the second day is similar with a large group briefing in the second morning and breakout sessions on planning the forum in the afternoon. The leads and facilitators would spend another half-day on the following morning in wrapping-up and developing a path forward for the paper and GridWeek.

The Council members have received an updated spreadsheet containing over 70 potential invitees; these attendees are experts in system integration and familiar with the technical aspects of interoperability. These invitees will be called to participate in the 2-day workshop; some of these invitees will be asked to lead the breakout sessions held in the afternoons of the workshop. In preparation for the workshop, the leads will be asked to provide a two-page document outlining the challenges and goals for a particular area being covered by the breakout session; the remaining invitees will be asked to provide a one-page document giving an example of how the interoperability framework document can be applied to a particular technical area or problem.

During February, arrangements and calls will be made to determine the attendees, leads, and facilitators. As preparation for the workshop, the Council will host two webinars with the invitees to introduce the GWAC mission and the interoperability framework document.

The outcome of the workshop will be presented at GridWeek in late April. Jack McGowan suggested preparation sessions be scheduled for workshop facilitators.

Action Items: Olga Kuchar and Steve Widergren will co-ordinate and support preparation for the workshop.

GridWeek

Mike McCoy presented an update on the planning preparations for GridWeek to be held April 23 – 26, 2007 in Washington DC at the Reagan Center. A preliminary agenda is shown on the following page.

Anto Budiardjo is the event organizer, with Mike McCoy and Jack McGowan representing the GWAC. The vision for GridWeek is that it will be an annual event, with 300-500 people attending the first year. Rooms are available on Monday and Tuesday for groups to hold private meetings. This would be a great opportunity to schedule time with other interest groups for the GWAC. On Tuesday, there is a DRCC Town Hall meeting all-day, with individual group meetings on Monday. A Wednesday evening dinner is being planned at a ballroom at the Capitol to attract high-level policy makers. Eric Lightner is inviting the Secretary of Energy to give the plenary speech. The most visible part of the conference for Wednesday and Thursday is still being debated. The plan is to have a keynote speaker for Thursday (following lunch) to provide meeting closure. GWAC's focus for GridWeek includes the following: expectation for significant representation from the Council members; have coordination meetings with key parties deliver the GWAC's purpose, challenges, and goals to different stake holders; and have a GWAC meeting. There will be a GridWeek organization teleconference this week and Mike McCoy will distribute an update to the Council members by e-mail.

Action Items: Mike McCoy to send GridWeek planning meeting minutes via e-mail to all Council members.

	Monday April 23	Tuesday April 24	Wednesday April 25	Thursday April 26
Breakfast	Continental Breakfast (Sponsors Hall)	Continental Breakfast (Sponsors Hall)	Continental Breakfast (Sponsors Hall)	Continental Breakfast (Sponsors Hall)
Morning 1	Opening Plenary (Amphitheater)	DRCC Town Meeting (Amphitheater) / Breakouts (Polaris)	State of the Grid Keynote (Amphitheater)	Breakout Session (Amphitheater) / Breakout Sessions (Hemisphere)
Morning 2	Breakout (Polaris) / Breakout (Polaris)	DRCC Town Meeting (Amphitheater) / Breakouts (Polaris)	Grid Mega Panel (Amphitheater)	Breakout Session (Amphitheater) / Breakout Sessions (Hemisphere)
Lunch	Lunch (Rotunda)	Lunch (Pavilion)	Lunch (Pavilion)	Lunch (Pavilion)
Afternoon 1	Breakout (Polaris) / Breakout (Polaris)	DRCC Town Meeting (Amphitheater) / Breakouts (Polaris)	Breakout Session (Amphitheater) / Breakouts Sessions (Hemisphere)	Concluding Plenary (Amphitheater)
Afternoon 2	Major Plenary Event TBD (Amphitheater)	DRCC Town Meeting (Amphitheater) / Breakouts (Polaris)	Breakout Session (Amphitheater) / Breakouts Sessions (Hemisphere)	✕
Reception	Welcome Reception (Sponsors Hall)	Show & Tell (Cannon Building)	Networking Reception (Sponsors Hall)	✕
Dinner	✕	Dinner (Pavilion)	National GridWeek Dinner (Location TBD)	✕

Policy/Regulatory Team Progress

Lynne Kiesling gave an overview of the team's progress. A final draft whitepaper is being circulated amongst the Council members for review. This paper is being written for their targeted audience and is mainly describing interoperability and its need, with a focus on policy and regulatory issues. An interoperability checklist is also being circulated by the team for Council's comments.

The current plan is to have a good final draft by the end of January and have a technical writer polish the document in early February to meet a deadline for the NARUC meeting occurring on February 23 – 26, 2006.

Action Items: Lynne Kiesling will incorporate final feedback on the whitepaper and send it to a technical writer. The final document will be distributed at the NARUC meeting, the third week of February 2007.

Outreach and Liaison Reports

- David Cohen presented at a distributed resources international meeting in Napa, CA on December 6, 2006.
- Alison Silverstein presented to NERC Operations Committee on December 6, 2006.

- Mike McCoy attended a DRCC Webinar entitled "New Frontiers in Demand Response: Residential Real Time Pricing and Critical Peak Pricing/Rebates" on December 15, 2006.

- Rik Drummond submitted an abstract in December 2006 to the OASIS Symposium 2007 to be held April 15 – 20, 2007 in San Diego, CA.

- Stephanie Hamilton presented GWAC activities with Steve Widergren at the NEETRAC Utility Communication Infrastructure Workshop in Atlanta on January 18 – 19, 2007.

Upcoming Meetings

- The AHR Expo is January 29 - 31, 2007. Jack McGowan, Rik Drummond, and Ron Jarnagin (PNNL) will hold a GridWise interoperability education session.

- DistribuTECH will have a smart grid panel session chaired by Erich Gunther, February 5, 2007 in San Diego. Steve Widergren will participate.

- Lynne Kiesling will be a panel participant on energy in KEMA's Executive Forum for Retail Energy Markets on March 8 – 9, 2007.

- The 2007 Building Automation conference will be held March 22 – 23, 2007. Jack McGowan is looking into this.

- Ron Ambrosio and Steve Widergren are submitting a panel paper for the IEEE Power Engineering Society meeting in Tampa, FL in June 2007. Steve Widergren is the chair of the panel on smart grid activities and Ron Ambrosio will present the paper. .

Action Items: Council members will send their presentations and a short summary of activities to Terry Shoemaker and Olga Kuchar for insertion into our Outreach Report.

Outreach Administration

Olga Kuchar is updating the GWAC website (http://www.gridwiseac.org) and the GWAC SharePoint site.

The GWAC website will be unveiled in three phases. Phase 1 will be unveiled to the public in mid-February. This phase will present the new web design and a reorganization of the current material. New features will include a subscription form to receive GWAC announcements and a Members Only link to the GWAC SharePoint site. Phase 2 will be unveiled to the public by early March. This phase will present an update to content on the website and new Members Only webpages. Phase 3 will be unveiled to the public by late March. This phase will not be such a visible change to the website, but a computer backbone change to manage the information and content in an easier and more efficient manner.

Heather Kuykendall is the designer and administrator of the GWAC SharePoint site. The GWAC SharePoint site has been redesigned to mimic the web design and the site uses the new colors and logo for GWAC. The content has been reassessed for importance and usage, and a new directory structure has been created for Council members to easily find information. Duplicated content has been removed and the home page is focused on current and active events, including a Member Task List to aid in task reminders for the Council.

Upcoming GWAC Meetings and Events

- March 7 – 8, 2007: face-to-face GWAC meeting in Las Vegas, Nevada

- April 11 – 12, 2007: Interoperability Framework Workshop in Dallas, Texas

- April 23 – 26, 2006: GridWeek in Washington, DC

- May 22 – 23, 2007: face-to-face GWAC meeting in Chicago, Illinois to coincide with ConnectivityWeek.

- July 13, 2007: web meeting from 9 – 11 am PST

- August/September 2007 – Interoperability Symposium, location ideas mentioned were Salt Lake City and Chicago.

- August 2007 – web meeting from 9 – 11 am Pacific Time

- October 17 – 18 or 18 – 19, 2007: face-to-face GWAC meeting, with a preliminary suggestion in Austin, Texas

Summary of New Action Items

#	Item	Owner	Due Date
277.	Olga Kuchar and Steve Widergren will contact the March GWAC guests for their availability.	Kuchar Widergren	3 Feb 07
278.	Heather Kuykendall will schedule a confirmation meeting with the Nominations Committee, Council members, and Eric Ligtner.	Kuykendall	5 Feb 07
279.	Steve Widergren to prepare the interoperability document for public dispersion.	Widergren	5 Feb 07
280.	Provide a summary of Outreach activities and presentations to Olga Kuchar and Terry Shoemaker.	All Members	Ongoing
281.	Final feedback and revisions for the Policy/regulatory whitepaper.	Kiesling Silverstein	26 Jan 07
282.	Policy/regulatory whitepaper ready for distribution to NARUC.	Kiesling Silverstein	15 Feb 07
283.	Mike McCoy to send GridWeek planning meeting minutes via e-mail to all Council members.	McCoy	1 Feb 07