GridWise Architecture Council Meeting
WebEx, hosted by PNNL, Richland, Washington
December 10, 2004

Meeting Minutes

Prepared 12 December 2004

The meeting was held from 11:00am to 1:00pm Pacific Time and led by Rik Drummond, Chairperson Pro Tem. The following individuals were present:

Architecture Council Members

Ron Ambrosio, IBM T.J. Watson Research Center

Jay Britton, AREVA-T&D Corporation

Rik Drummond, Drummond Group Inc.

David Cohen, Infotility

Erich Gunther, EnerNex Corporation

Stephanie Hamilton, Southern California Edison

Larsh Johnson, eMeter Corporation

Jack McGowan, Energy Controls, Inc.

Wade Troxell, Colorado State University

Don Watkins, Bonneville Power Administration

Eric Wong, Cummins Inc.

Architecture Council Support

Steve Widergren, PNNL

Mia Bosquet, PNNL

Not Present

Vito Stagliano and Albert Esser could not attend.

Proprietary Information Notice

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

Administrative Topics

Review and Approve 11-12 Nov Meeting Minutes

The minutes for the November 11-12, 2004 meeting were approved with no dissentions.

Chairperson

Members thanked Rik Drummond for the great job he has done as chairman pro tem over the past months and nominated him to continue as chairperson in 2005. Rik Drummond was selected as the GWAC chairperson for 2005 with no dissentions. Per Article 3.1.3 of the Bylaws, the DOE GridWise Program director (Eric Lightner) confirmed the council's selection subsequent to this meeting.

Name

Erich Gunther reported that he had informed several people in IntelliGrid of the GWAC's intention to change their name (from Architecture Board to Architecture Council). Though the new name did not address their issue with using the word "architecture," it was found to be generally acceptable to the EPRI. Confusion should also be lessoned with both new names (IntelliGrid and GridWise Architecture Council).

Action: The new name will be integrated in the Bylaws, Terms of Reference, web pages, and future communications.

Next meeting logistics

The next meeting will be held at the Mission Valley Resort, San Diego, Jan 27-28, 2005. Members were reminded that hotel space will be very tight on the nights of Jan 26 and 27 due to a large number of attendees at DistribuTech. Room reservation information will be available before December 17 and members will be urged to reserve as soon as possible.

The meeting will start on Thursday morning at 8 a.m. and end on Friday at 3:30 pm. Members arriving early on Wednesday Jan 26 are invited to join informal sessions of the various work groups, in particular the Constitution and Illustrative Scenario WGs.

Time slots of 1 ½ to 2 hours will be planned on both Thursday and Friday for both the Constitution and the Illustrative Scenario topics.

Possible Presentations:

- Eric Lightner – DOE OETD
- Jesse Berst – Center for Smart Energy

- CEC Demand Response Initiative
- CECA (Ellen Berman)
- ISO/RTO ITC
- MicroGrids (Eric Wong)

Topics

- Working Groups
    - Constitution (reserve 2 hrs on each day)
    - Illustrative scenario (reserve 2 hrs on each day)
    - Elevator story

- Outreach
    - BuilConn, Connected Home RoundTable, GridWise Alliance, IntelliGrid...

- On-going business and administration
    - Activity roadmap
    - Future agendas and scheduling

Outreach Update

Ron Ambrosio provided a summary of the November 18 **GridWise Alliance meeting**. The GridWise Alliance meeting was well attended and Ron felt that the short presentation that he gave of the GWAC was well received.

Action: Ron Ambrosio to send a copy of his notes to all GWAC members.

Don Watkins attended an **ISO/RTO Council ITC** meeting on December 6 & 7. He was able to present the GWAC briefly to the ITC members. The responses underscored the importance of clarifying the differences between the GridWise and IntelliGrid efforts and providing a clear picture of where the GWAC is adding value. No firm commitment was arranged, but there is a possibility of an ITC member attending the next GWAC meeting in San Diego.

Action: Don Watkins to pursue the possibility of inviting an ITC member to a GWAC meeting (possibly someone from CAISO at the San Diego meeting).

Jack McGowan presented plans for having a GridWise presence at BuilConn (March 22-24 in Dallas, TX). There is a real 'appetite' among the BuilConn Board and Anto Budiardjo to stay abreast of the GridWise vision and get the message out. A GridWise panel at BuilConn would consist of a keynote followed by a track (three 90 minute sessions), which Jack McGowan would chair. Finding a visionary person close to the DOE GridWise initiative to provide the keynote would add merit, as would having a number of GWAC members participate in the track.

BuilConn is in its third year and expects an audience of 500-800 people, many of whom could ultimately be GridWise Alliance partners or stakeholders. Attendees cover integrators, interoperability, software, hardware, building systems, machine to machine, many tied to GridWise infrastructure. Rik Drummond indicated his interest to participate in the panels.

Action: Members to suggest potential keynote speakers. GWAC members interested in participating should contact Jack McGowan.

Erich Gunther provided an update as liaison to **IntelliGrid**. With recent organizational changes surrounding IntelliGrid, it has been more difficult than expected to obtain agreement with IntelliGrid on mutual statements between IntelliGrid/GWAC, clarifying the differences, distinctions and complementary points of the two efforts.

Action: Steve Widergren to discuss IntelliGrid/GWAC statements with Erich Gunther.

Elevator Story Update

Ron Ambrosio has integrated all comments from the Nov 11-12 meeting in the elevator story presentation. The key diagram on slide 3 remains unfinished, and the presentation would benefit from a graphic showing the GWAC relationship to other organizations, as well as a clear articulation of the relationship with IntelliGrid. Ron has included speaker notes and encourages members to use the SharePoint discussion group to capture their comments on the elevator story.

Don used a selection of the slides in presenting the GWAC to the ITC recently.

Actions: provide feedback, refine the diagram on slide 3 (reinsert the communication piece that was lost), check consistency among different versions of the vision statements, and plan a conference call before the San Diego meeting.

Illustrative Scenario

Erich Gunther provided three examples of scenarios from the IntelliGrid Architecture project and Jack McGowan proposed a framework for the illustrative scenario(s). The scenarios are not just about creating a technical path, but should present: 1) the value proposition; 2) the narrative of the scenario; and 3) what is the path to market (identifying what has to happen and what developments are needed for a scenario to be realized). Steve Widergren pointed out that the GWAC needs to keep in mind that business aspects are covered by the scope of the GridWise Alliance; coordination will be needed to avoid stepping outside the scope of the GWAC.

Action: The Illustrative Scenario working group to meet in the first week of January.

Constitution Discussion

The GWAC members reviewed the current constitution document. Rik Drummond noted that in its current form the document is not for public distribution. Don Watkins suggested that if the document is to be distributed to a wider audience (outside of the context of interviews), then the group should consider rewriting for simplicity and clarity. Eric Wong

noted that the concept of the Constitution being a 'living document' was missing from this version.

The interview process has not yet been prepared in detail. Members will be asked to provide their own responses to the current statements in the weeks before the next GWAC meeting.

Action: Rik Drummond to arrange a constitution meeting to step through a process for interviewing stakeholders with the statements of principle before the GWAC meeting in San Diego.

Action Item Review

Members are encouraged to keep track of action items for which they are 'owners'.

For the open-ended action item concerning member education, Rik Drummond suggested having a short 'test' covering three questions at each meeting.

New Action Items:

#	Item	Owner	Due Date
22.	Integrate new name in the Bylaws, Terms of Reference, web pages, and future communications.	Bosquet	17 Dec 04
23.	Send GridWise Alliance Nov 18 meeting notes to all GWAC members.	Ambrosio	17 Dec 04
24.	Pursue the possibility of inviting an ITC member to a GWAC meeting	Watkins	31 Dec 04
25.	Suggest potential keynote speakers for BuilConn.	Widergren	17 Dec 04
26.	GWAC members interested in participating in BuilConn should contact Jack McGowan	McGowan (lead) All members	27 Jan 05
27.	Discuss potential IntelliGrid/GWAC clarifying statements.	Gunther, Widergren	7 Jan 05
28.	Refine Elevator Story slides.	Ambrosio (lead) All members	14 Jan 05
29.	Organize Illustrative Scenario conference call.	McGowan (lead) Wong Britton Johnson Cohen	17 Dec 04
30.	Members will be asked to provide their own responses to the current statements in the weeks before the next GWAC meeting. Arrange conference call to step through the interview process	Drummond (lead) All members	21 Jan 05