



## Transmission Use Committee Charter

### Purpose

The Northern Tier Transmission Group (“Northern Tier”) Transmission Use Committee (“Use Committee”) is established to

- Increase the efficiency of the existing member utility transmission systems through commercially reasonable initiatives, and
- Increase customer knowledge of, and transparency into, the transmission systems of the member utilities

as outlined in work plans approved by Steering Committee, as set forth in the Steering Committee Charter approved on June 25, 2007, and as may be revised from time to time through the mechanisms set forth in the approved Steering Committee Charter on June 25, 2007 (“Steering Committee Charter”).

### Principles

The Northern Tier Transmission Use Committee is committed to:

- Increasing the usage and efficiency of the existing transmission network for the benefit of electric transmission and end use customers, through increasing transparency into the workings of the existing transmission network.
- A focus on action and a collaborative, step-by-step approach that will deliver results promptly and cost-effectively.
- The furtherance of ancillary services markets, regional transmission tariffs, common and/or joint Open Access Transmission Tariffs, energy and/or regulation markets, and other transmission products or tariff structures if both economically justified and initiated by the Steering Committee.
- Compliance with Federal Energy Regulatory Commission requirements pertaining to the federally regulated electric transmission system.
- Supporting the use of existing planning and coordinating forums, to the extent possible, to coordinate with other planning groups in the Western Interconnection.

## **Transmission Use Committee membership**

The Transmission Use Committee membership shall be composed of (1) staff representatives from state regulatory utility commissions appointed by each state's respective regulatory utility commission in the Northern Tier footprint, (2) representatives appointed from the transmission provider function of each utility, or utility cooperative, who is a party to the funding agreement of Northern Tier, and (3) representatives appointed by state customer advocacy groups within the Northern Tier footprint.

The Transmission Use Committee shall elect one chairperson ("Chair") from the membership of the Transmission Use Committee upon approval of this Charter, and thereafter on an annual basis coinciding with the first meeting of each calendar year. The Chair shall be nominated by themselves, or others, and affirmed by a unanimous vote of the Transmission Use Committee.

Notice shall be given to the Chair for representatives who wish to be removed from the Transmission Use Committee membership. Transmission Use Committee members requesting removal, without a designated replacement, shall be removed from all future minutes and public rosters of the Transmission Use Committee, including membership rosters posted on the Northern Tier website. Transmission Use Committee representatives who request removal shall designate a similarly empowered representative from their sponsor organization within 25 calendar days, if their removal does not represent a withdrawal of their sponsor organization from Northern Tier.

Transmission Use Committee representatives not planning to attend a noticed meeting shall notice all other Transmission Use Committee representatives via electronic email no later than one calendar day before a meeting of the Transmission Use Committee if an alternate representative will be designated to attend a meeting in their place. Alternate representatives shall be from the same sponsor organization as their designator.

No Transmission Use Committee representative shall receive compensation or any reimbursement of his or her expenses from Northern Tier or any party other than from the sponsor organization appointing him or her.

## **Meetings**

The Transmission Use Committee shall hold a public stakeholder meeting at least twice per calendar year, in a place selected by the committee representatives. To the extent practicable, the costs of meetings shall be paid by the hosting utility whose service territory is located nearest the meeting place. In the event multiple utilities are headquartered in the same city as the public meeting, the costs of the future meetings shall be rotated between these utilities.

Public meetings shall be held in the months of January and July, unless otherwise approved in the scope of a work plan approved by the Steering Committee, as set forth in the Steering Committee Charter (“Work Plans”).

Working meetings of the representatives furthering Work Plans shall be held on a recurring basis, on a schedule established by the Chair. The Chair shall have the authority to schedule an emergency meeting no fewer than 2 business days from either (1) the date of notice from the Chair or (2) a previously scheduled working meeting.

### **Agendas and minutes**

The Chair shall send out an agenda along with the Northern Tier standards of conduct and anti-trust policy via email prior to each working meeting of the Transmission Use Committee.

An agenda for each public stakeholder meeting shall be posted, and meeting minutes taken and posted, according the Northern Tier standards of conduct approved by the Steering Committee, as set forth in the Steering Committee Charter.

### **Responsibilities**

The Transmission Use Committee shall be responsible to:

- Provide a mechanism to prioritize and submit customer requests to the Western Electricity Coordinating Council (“WECC”) for economic congestion studies as required in the Federal Energy Regulatory Commission (“FERC”) Order 890 once per calendar year starting in January, 2008,
- Provide a forum for regular updates of the Available Transfer Capability (“ATC”) of the transmission system scheduled paths of its members at each public meeting starting in January, 2008, and
- Solicit customer and stakeholder input at its public meetings for future initiatives, document the scope of those initiatives in workplans aligned with the Transmission Use Committee’s purpose, and implement those workplans as approved by the Steering Committee, as set forth in the Steering Committee Charter. Work plans shall include the
  - Scope of initiative,
  - Milestones, and
  - Estimated resources and costs to complete if using external resources than those supplied by the internal resources of the member transmission providers of Northern Tier.

## **Voting and process**

The Transmission Use Committee shall pass approval items, such as work plans to be submitted to the steering committee, by unanimity. Voting shall be taken by members attending each meeting via phone poll.

A quorum of 3/4 of Transmission Use Committee members, including designated alternates, is required to initiate an approval of any item by unanimity of the Transmission Use Committee.

Requests for economic congestion studies, and the scope of future work plans, shall be prioritized via votes from stakeholders attending public stakeholder meetings in person. Non-government entities shall be limited to one vote per transmission providers and one vote per merchant function. State and other government entities shall be limited to one vote per entity.