

**North Carolina Transmission Planning Collaborative  
Oversight / Steering Committee (OSC)  
Meeting Highlights  
September 21, 2005  
ElectriCities Office – Raleigh  
10:00 AM EPT**

**Attendees:**

<b>Clay Norris, Chair</b>	<b>ElectriCities</b>
<b>Art Hubert</b>	<b>ElectriCities</b>
<b>Andy Fusco</b>	<b>ElectriCities</b>
<b>Greg Locke</b>	<b>ElectriCities</b>
<b>Janice Carney</b>	<b>ElectriCities</b>
<b>Frank Gaffney</b>	<b>ElectriCities</b>
<b>Mark Byrd, Vice-Chair</b>	<b>Progress Energy</b>
<b>Verne Ingersoll</b>	<b>Progress Energy</b>
<b>Nina McLaurin</b>	<b>Progress Energy</b>
<b>Bryan Guy</b>	<b>Progress Energy</b>
<b>John Dalton</b>	<b>Duke Power</b>
<b>Luis Fondacci</b>	<b>NCEMC</b>
<b>Charles Askey</b>	<b>NCEMC</b>
<b>Rich Wodyka</b>	<b>Gestalt</b>
<b>Pam Kozlowski</b>	<b>Gestalt</b>

**1. ADMINISTRATIVE**

The OSC Chair called the meeting to order at 10:00 am. Mr. Norris requested revisions or additions to the published agenda. None were made.

**Meeting Minutes**

The Committee reviewed the minutes from the August 17, 2005 OSC meeting. Ms. Kozlowski recommended two minor revisions. **Mr. Ingersoll made a motion to approve the August 17, 2005 minutes as revised, and Mr. Dalton seconded the motion. In a unanimous voice vote, the August 17, 2005 minutes were approved as revised.** Ms. Carney will distribute the revised and approved minutes to the OSC.

**2. PWG STATUS REPORT**

Mr. Guy provided the OSC with an update of PWG activity. The PWG has completed the side-by-side comparison of the Duke and Progress transmission planning processes and is on target to meet other assignment due dates. Bryan Guy of Progress Energy has been elected Chair of the PWG and James Manning of NCEMC has been elected Vice Chair of the PWG.

### **3. PROCESS DOCUMENT REVIEW (CTPP – Collaborative Transmission Planning Process)**

Mr. Norris turned the meeting over to Mr. Wodyka to facilitate discussion of the draft process document. There was general discussion about the draft document. Mr. Locke was assigned the task of revising the document to reflect the meeting discussion. A working group with a representative from each organization was identified in an attempt to reach consensus on the process document prior to the October 5, 2005 TAG meeting.

#### **Working Group Members:**

John Dalton – Duke

Verne Ingersoll– Progress

Charles Askey – NCEMC

Luis Fondacci – NCEMC

Greg Locke – ElectriCities

Rich Wodyka – Gestalt

Mr. Locke to revise and distribute draft document to OSC by close of business Friday, September 23, 2005. Ms. Carney to schedule a conference call of working group members prior to September 30, 2005 to reach agreement on the document prior to the October 5, 2005 TAG meeting.

### **4. WEBSITE REVIEW**

- A. Previewed front page of website.
- B. Reviewed draft language for front page of website. Ms. Carney to distribute agreed upon language to OSC for final approval.
- C. Link to public website for each entity to be included on website. Each company needs to send link to Mr. Wodyka.
- D. Website will include issues tracking capability as a tool to keep TAG informed of activities associated with identified issues. Gestalt will serve as contact identified on website.
- E. Identified website administrators who will have ability to post on website
  - i. PWG – to be delegated by Chair of PWG
  - ii. OSC – Janice Carney
  - iii. TAG – Pam Kozlowski
- F. Goal to have website live and available for OSC review by September 30, 2005.

## **5. OCTOBER 5, 2005 MARKET PARTICIPANT MEETING**

- A. OSC agreed upon Transmission Advisory Group (TAG) as approved name for the non-LSE participant group.
- B. Mr. Wodyka reviewed draft agenda for the October 5, 2005 TAG meeting.
  - i. Ms. Carney to get list of RSVP's from Sam Watson at the NCUC and distribute to the OSC prior to the October 4, 2005 OSC meeting.
  - ii. TAG Charter – Mr. Wodyka to revise charter to reflect name changes and distribute to OSC. Need approval from OSC by September 30, 2005.
  - iii. OSC confirmed ITP will serve as TAG chair.
  - iv. Press Release Template - Ms. Carney to send draft press release template to OSC members for approval by the individual company corporate communications departments. OSC will issue press release following TAG meeting. Need to draft press release.

The meeting was adjourned at 1:15 pm.