

Bill Bradbury
Chair
Oregon

Henry Lorenzen
Oregon

W. Bill Booth
Idaho

James A. Yost
Idaho



Jennifer Anders
Vice Chair
Montana

Pat Smith
Montana

Tom Karier
Washington

Phil Rockefeller
Washington

April 30, 2013

MEMORANDUM

TO: Council Members

FROM: Massoud Jourabchi
Manager, Economic Analysis

SUBJECT: Renewal of Natural Gas Advisory Committee

Staff will ask the Council to authorize the renewal of the Natural Gas Advisory Committee charter that is about to expire in June 2013.

The renewal term for the advisory committee charter is two years.

A decision memorandum authorizing renewal of the charter is included in the Council packet.

The charter has been updated to reflect a more uniform approach to charter language in terms of incorporating provisions of the Council's policy on advisory committees and applicable provisions of the Federal Advisory Committee Act. NGAC Charter has also been updated to reflect any changes to staff estimates of the advisory committee's frequency of meeting or annual operating costs.

Bill Bradbury
Chair
Oregon

Henry Lorenzen
Oregon

W. Bill Booth
Idaho

James A. Yost
Idaho



Jennifer Anders
Vice Chair
Montana

Pat Smith
Montana

Tom Karier
Washington

Phil Rockefeller
Washington

April 30, 2013

DECISION MEMORANDUM

TO: Council members

FROM: Massoud Jourabchi Manager, Economic Analysis
Sandra Hirotsu Senior Counsel

SUBJECT: Approval of charter for Natural Gas Advisory Committee

PROPOSED ACTION: Authorize the creation of, and approve a two-year charter for, a Natural Gas Advisory Committee

SIGNIFICANCE

The charter for the Natural Gas Advisory Committee (NGAC) expires in June 2013. We will be starting the preparatory work for development of the natural gas forecast for the 7th plan. The NGAC will assist the Council in evaluation of input assumptions as well as review and assessment of the price forecasts.

BUDGETARY/ECONOMIC IMPACTS

Support for the Natural Gas Advisory Committee will cost approximately \$7500 per year in travel support to public committee members. In addition, about four weeks of staff time will be required to coordinate meetings, develop agendas, prepare presentations and minutes, and attend meetings.

BACKGROUND

The Power Act requires the Council to produce a long-term regional demand forecast for electricity and natural gas price forecast plays a role in forecast for electricity demand as well as electricity price forecast. The Natural Gas Advisory Committee has played an important advisory role in the preparation of past forecasts by assisting the Council in reviewing range of input assumptions and forecast results.

ANALYSIS

Attached is a copy of the proposed charter for the Natural Gas Advisory Committee. The charter was prepared in accordance with the Council's policy on advisory committees and the Federal Advisory Committee Act.

ALTERNATIVE

We could accomplish similar results without actually creating an advisory committee. That would require meetings and consultations between Council staff and many different groups and would lack the benefit of getting the region's experts together in one place to discuss the issues.

ATTACHMENTS

Natural Gas Advisory Committee Charter

List of NGAC members

Name	Affiliation	Sector
Cocks, Michael	BPA	Electric Utility
Dickens, Bill	Tacoma Power	Electric Utility
Defenbach, Byron	Intermountain Gas	Distribution
Friedman, Randy	NW Natural Gas	Distribution
Finklea Edward	NW Ind. Gas Users	Consumer group
Gopal, Jairam	Southern CA Edison	Electric Utility
Hamilton, Linda	Shell Trading Gas & Power	Producer/Marketer
Harper, Rick	Consultant	Consultant
Hawk, David	Energy Analysis & Answers	Consultant
Fred Heutte	Northwest Energy Coalition	Public
Jacobsen, Jay	Puget Sound Energy	Electric/Gas Utility
Jourabchi, Massoud	NWPCC	Council
Kelly, Irvine	Avista	Gas/Electric Utility
David Clement	Seattle City Light	Electric Utility
Kirschner, Dan	Northwest Gas Association	Gas Industry Group
Kunz, Rick	Shell Trading Gas & Power	Producer/Marketer
Madsen, David	Northwest Pipeline	Pipeline
Morlan, Terry	Private Citizen	Private Citizen
Nothstein, Greg	Washington Dept. of Commerce	Public
Hammer, Gail	Bonneville Power Admin.	Electric Utility
Popoff, Phillip	Puget Sound Energy	Electric/Gas Utility
Steve Harper	Avista Corp.	Electric/Gas Utility
Steve Simmons	NWPCC	Council
Riding, Clay	Puget Sound Energy	Electric/Gas Utility
Ross, Ken	FortisBC	Electric/Gas Utility
Roesser, Randy	CEC	Public
Staple, Greg	Spectra Energy	Pipeline
Tavares, Ruben	CEC	Public
Van Vactor, Sam	Economic Insight, Inc.	Consultant
Lynn Dahlberg	Northwest/Williams Pipeline	Pipeline
White, Jay	TransCanada	Pipeline
White, David	TransCanada	Pipeline
Wood, Bill	CEC	Public
Zimmerman, Ken	PPI International	Public

Bill Bradbury
Chair
Oregon

Henry Lorenzen
Oregon

W. Bill Booth
Idaho

James A. Yost
Idaho



Jennifer Anders
Vice Chair
Montana

Pat Smith
Montana

Tom Karier
Washington

Phil Rockefeller
Washington

NORTHWEST POWER AND CONSERVATION COUNCIL

CHARTER OF THE NATURAL GAS ADVISORY COMMITTEE

1. **Official Designation:** This advisory committee will be known as the Northwest Power and Conservation Council's Natural Gas Advisory Committee.
2. **Background:** The Pacific Northwest Electric Power Planning and Conservation Act, P.L. 96-501, 16 U.S.C. §839 *et seq.* (Act), in Section 4(e)(3)(D), requires the Pacific Northwest Electric Power and Conservation Planning Council (Council) to develop “a regional conservation and electric power plan.” The plan is to include a twenty year forecast of electricity demand and a resource plan for the development of conservation and generation to meet the demand at the lowest cost consistent with adequate and reliable electricity service. Natural gas plays an important role in both the forecast of electricity demands and the cost of electricity generation using natural gas fueled alternatives. The Natural Gas Advisory Committee is being formed to assist the Council in its development of the Northwest Conservation and Electric Power Plan by advising on important assumptions and analyses regarding the natural gas markets in the region.

This advisory committee is established as part of a network of advisory committees satisfying the Council's obligation under the Act to establish a Scientific and Statistical Advisory Committee. Section 4(c)(11). Under Section 4(a)(4) of the Act, the terms of the Federal Advisory Committee Act, 5 U.S.C. Appendix I, sections 1-14, apply “to the extent appropriate” to the Council's advisory committees.

3. **Objectives and Scope of Activity:** The Natural Gas Advisory Committee will advise the Council during the development of its power plan of changing conditions in the natural gas markets and their implications for the Council’s plan by:
 - (A) Assisting the Council in identifying significant changes in natural gas markets and their implications for future gas supplies and prices;
 - (B) Providing guidance on the availability and deliverability of natural gas to electric generation plants as part of the assessment of resource adequacy;
 - (C) Assisting the Council in evaluating new analytical tools, and advising on the most appropriate study designs; and
 - (D) Helping to identify sources of information and data, and suggesting ways that electric and gas utilities can cooperate in analysis and planning.

4. Official to Whom the Advisory Committee Reports: The Natural Gas Advisory Committee will report to the Council's Executive Director.
5. Authority of the Advisory Committee: The Natural Gas Advisory Committee will serve in an advisory capacity only. Neither the Committee nor its members are authorized to make statements or commitments on behalf of the Council. Non-staff members of the Committee are not Council employees.
6. Estimated Annual Operating Costs in Dollars and Staff Time: \$8,000 plus two weeks of staff time per year.
7. Advisory Committee Members: The chair of the advisory committee, in consultation with the Director of the Power Planning Division, will solicit technical experts to participate on the advisory committee from a wide range of regional stakeholders. The Council's Executive Director shall approve the participants and, in doing so, shall ensure that membership of the advisory committee is fairly balanced in terms of the points of view represented and the functions to be performed by the advisory committee. Committee members shall be selected based primarily on their technical expertise and experience. Members may include regional electric or gas utilities, natural gas pipeline companies, natural gas suppliers as well as utility commission, and public interest groups. All Committee members serve at the pleasure of the Council.
7. Advisory Committee Management Officer: The Advisory Committee Management Officer (Management Officer) for the Natural Gas Advisory Committee will be the Director of the Council's Power Planning Division. The Management Officer will designate members of the Council's staff to coordinate and attend meetings of the Committee.
8. Chair:
 - (A) The Chair of the Natural Gas Advisory Committee will be selected by the Executive Director of the Council.
 - (B) The Chair may be called upon to report to the Executive Director of the Council on appropriate matters, including the Advisory Committee's progress on the tasks described in Part 3 of this Charter.
 - (C) The duties of the Chair will include presiding over Natural Gas Advisory Committee meetings, setting agendas for meetings, ensuring that detailed minutes of meetings are prepared and submitted to the Executive Director of the Council in a timely manner, and maintaining communication between the Committee and the Council's staff.
 - (D) The Chair will certify detailed minutes of meetings of the Natural Gas Advisory Committee. The minutes should include a complete and accurate description of matters discussed, conclusions reached, actions taken, persons invited to meet with the Committee, and persons in attendance. The minutes also will include copies of reports received, issued or approved by the Committee. Minutes of meetings will be prepared and released within ten days of the meeting, unless an extension is granted by the

Management Officer. The Chair will distribute copies of the minutes to members of the Committee and the other interested persons.

- (E) Subcommittees or small workgroups of the Natural Gas Advisory Committee may be established by the Chair of the Committee to undertake particular aspects of the Committee's work. Methods for organizing the work and procedures of the Committee must follow the scope of responsibilities assigned to the Committee by the Council. Council staff will make arrangements for Committee meetings and providing general support services.
9. Vice-Chair: A Vice-Chair of the Natural Gas Advisory Committee may be appointed from Council staff by the Council's Executive Director. The Vice-Chair will perform the duties of the Chair of the Committee in the absence of the Chair, and such other duties as the Chair of the Committee may assign.
10. Rules: The advisory committee rules approved and adopted by the Council on March 17, 1982, as amended from time to time, will apply to the Natural Gas Advisory Committee to the extent such matters are not covered in this Charter.
11. Estimated Frequency of Committee Meetings: The Chair of the Natural Gas Advisory Committee, after consultation with the Management Officer, or his designee, will call meetings as necessary. All meetings will be open to the public, unless closed pursuant to 5 U.S.C. §552b(c). Timely notice of meetings, including agendas, will be made. Interested persons may attend Committee meetings and appear before or file statements with the Committee pursuant to the Council's advisory committee rules and subject to such other rules as the Council may prescribe.
12. Reimbursement of Expenses: The Council will reimburse public members of the Natural Gas Advisory Committee for travel, including per diem in lieu of subsistence in accordance with the Council's travel regulations for contractors and advisory committee members, for the purpose of attending Committee meetings as authorized by 5 U.S.C. §5703. The Executive Director shall determine who public members are.
13. Duration: The Natural Gas Advisory Committee will terminate two years from the date this Charter is adopted unless renewed in accordance with the Federal Advisory Committee Act.

This charter for the Natural Gas Advisory Committee was approved and adopted at a duly called meeting of the Northwest Power and Conservation Council, at Missoula, Montana.

NORTHWEST POWER
AND CONSERVATION COUNCIL

By: _____
Bill Bradbury, Chair

Date Filed: