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**PACIFIC NORTHWEST ELECTRIC POWER
AND CONSERVATION PLANNING COUNCIL:**

CHARTER OF THE NATURAL GAS ADVISORY COMMITTEE

1. **Official Designation:** This advisory committee will be known as the Pacific Northwest Electric Power and Conservation Planning 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 demands 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 Pacific 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. 16 U.S.C. 839b(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. 16 U.S.C. 839b(a)(4).
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 to identify 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 to evaluate new analytical tools, and advising on the most appropriate study designs;
 - (D) Helping to identify sources of information and data, and suggesting ways that electric and gas utilities can cooperate in analysis and planning; and

4. Official to Whom the Advisory Committee Reports: The Natural Gas Advisory Committee will report to the Executive Director of the Council.
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. Committee members will not be considered to be members of the Council staff.
6. Estimated Annual Operating Costs in Dollars and Staff Time: \$8,000 plus two weeks of staff time.
7. Advisory Committee Management Officer: The Advisory Committee Management Officer ("Management Officer") for the Natural Gas Advisory Committee will be the Manager of Economic Analysis at Council's Division of Power Planning. The Management Officer will designate members of the Council's staff to coordinate and attend meetings of the Committee.
8. Chairperson:
 - (A) The Chairperson of the Natural Gas Advisory Committee will be appointed by the Chairman of the Council, with the concurrence of the Council members, and will serve at the pleasure of the Council.
 - (B) The Chairperson 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 Chairperson will include presiding over Natural Gas Advisory Committee meetings, ensuring that detailed minutes of such 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 Chairperson will certify detailed minutes of meetings of the Natural Gas Advisory Committee. The minutes should include a complete and accurate description on 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 Management Officer will distribute copies of the minutes to members of the Committee and the other interested persons.
 - (E) Small sub-groups of the Natural Gas Advisory Committee may be established by the Chairperson 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. The work of the staff for the Committee will include making arrangements for Committee meetings, solving logistical problems, and providing clerical services.

9. Vice-Chairperson: A Vice-Chairperson of the Natural Gas Advisory Committee may be appointed by the Chairman of the Council, with the concurrence of the Council members, and will serve at the pleasure of the Council. The Vice-Chairperson will perform the duties of the Chairperson of the Committee, in the absence of that Chairperson, and such other duties as the Chairperson 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.
11. Estimated Frequency of Committee Meetings: The Chairperson 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, subject to such reasonable 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. Section 5703. The Executive Director shall determine who public members are.
13. Duration: The Natural Gas Advisory Committee will terminate two years from the filing date of this Charter, unless renewed in accordance with the Federal Advisory Committee Act. All Members of the Committee serve at the pleasure of the Council.

This Charter for the Natural Gas Advisory Committee was approved and adopted at a duly called meeting of the Pacific Northwest Power and Conservation Planning Council, May 10-11, 2011 at Hood River, Oregon.

PACIFIC NORTHWEST ELECTRIC POWER
AND CONSERVATION PLANNING COUNCIL

By: _____
Bruce A. Measure, Chair

Date Filed: May 11, 2011

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