

DRAFT
TRANSMISSION SUBCOMMITTEE
VELCO OPERATING COMMITTEE
CHARTER

PURPOSE

The purpose of the Transmission Subcommittee is to serve as a forum for utility technical experts, such as engineers and planners, to review and discuss technical design details of transmission solutions, such as bus configuration and transformer size, during the design phase of such projects. These discussions will occur early enough in the transmission planning process to provide meaningful input before design details are finalized. The forum is intended to provide an opportunity for all interested VELCO and distribution utility personnel to understand proposed transmission projects regardless of which utility has the lead, given that costs are allocated across utilities based on governing tariffs.

MEMBERSHIP & GOVERNANCE

The Subcommittee will be advisory to the lead utility. Membership is open to any qualified VELCO and distribution utility personnel who are interested in understanding the design details of proposed transmission projects.

TIMING

The Transmission Subcommittee will meet at least twice per year. Additional meetings will be convened as necessary at the request of the Operating Committee.

CHAIR

The Chair of the VELCO Operating Committee will appoint the chair of the Transmission Subcommittee, who shall be a technical expert in the subject matter of the subcommittee. The duties of the chair shall be to schedule and lead meetings of the subcommittee, solicit agenda items from all utilities, issue an agenda at least one week in advance of meetings, ensure minutes are produced timely following each meeting, and ensure that all meeting materials are posted to the appropriate subcommittee section of the Operating Committee website.

REPORTING

The Transmission Subcommittee will report to the Operating Committee at its monthly meeting following each subcommittee meeting.

3/21/2013