GridWise Architecture Council Meeting
WebEx, hosted by PNNL, Richland, Washington
March 11, 2005

Meeting Minutes

Prepared 14 March 2005

The meeting was held from 11:00am to 1:00pm Pacific Time and led by Rik Drummond, GWAC Chairperson. The following individuals were present:

Architecture Council Members

Ron Ambrosio, IBM T.J. Watson Research Center

Jay Britton, AREVA-T&D Corporation

Rik Drummond, Drummond Group Inc.

David Cohen, Infotility

Erich Gunther, EnerNex Corporation

Stephanie Hamilton, Southern California Edison

Larsh Johnson, eMeter Corporation

Jack McGowan, Energy Controls, Inc.

Wade Troxell, Colorado State University

Don Watkins, Bonneville Power Administration

Eric Wong, Cummins Inc.

Architecture Council Support

Steve Widergren, PNNL

Mia Bosquet, PNNL

Not Present

Albert Esser could not attend.

Proprietary Information Notice

The members were reminded of the proprietary information disclosure policy from the Bylaws.

Review and Approve 27-28 Jan Meeting Minutes

The minutes for the January 27-28, 2005 meeting were approved with no dissentions.

Open Seat

The Nominations Committee composition was approved. The Nominations Committee for the current open seat on the Architecture Council is as follows:

- Larsh Johnson
- Eric Wong
- Gil Bindewald (DOE OEEA)
- Jim Crane (Excelon)
- Steve Widergren

The Call for Candidates Material (revised letter, guidelines for submitting candidacies, and web announcement) was discussed. The general consensus emerged that the highest priority should go toward finding someone with experience in markets and regulatory knowledge next.

Actions:

Mia Bosquet and Steve Widergren are to launch call for candidates after reflecting latest changes in material.

Members are to review the Call for Candidate target distribution list and provide input. Members may forward the Call for Candidates as desired, informing Mia Bosquet and Steve Widergren.

Constitution Discussion

Rik Drummond updated the members on the progress: an initial test interview was successfully completed and a second is scheduled. Members suggested that a certain number of interviews should be held at upcoming forums and meetings where GWAC members will be present (BuilConn and the OEEA workshop in Atlanta, April 19 & 20, 2005). Based on prioritization of the list of target interviews and interviews carried out in these forums, the aim is to complete approximately 20 interviews before May 2005.

Actions:

Rik Drummond is to lead second test interview with Albert Esser.

Mia Bosquet is to assemble feedback from test interviews and produce the Constitution Statements of Principle and Interview Form version 1.0, ready for the first round of interviews.

Jack McGowan is to suggest names and help set up interviews to be done during BuilConn. Steve Widergren is to suggest names and help set up interviews during the OEEA April workshop.

All members are to review and provide feedback to refine and prioritize the list of people to be interviewed (with the aims of interviewing key people from a coherent balance of sectors).

Rik Drummond will conduct a number of interviews by conference call in the coming weeks to permit members to listen in and become familiar with the interview process.

Illustrative Scenario

Jack McGowan presented an update of the progress made on Illustrative Scenarios. A new version of the market opportunity scenario is available that incorporates formatting comments from the San Diego meeting. This needs further review and refinement and a couple more scenarios are to be drafted.

Action: The Illustrative Scenario Working Group is to meet by WebEx to discuss the template for scenarios, how they may be used, and proceeding with additional illustrative scenarios. The tentative date for this meeting is March 29, 2005, 1pm Pacific time (in combination with a meeting of the Elevator Story Working Group).

Elevator Story Update

Depending on the purpose or the mix of audiences, a number of the sentences suggested for the thirty second description of the GWAC could appropriate. The key sentences should be assembled into a key message slide or two.

Actions: Ron Ambrosio is to finish incorporating latest comments into the Elevator Story slides. The Elevator Story Working Group will meet, along with the Illustrative Scenario WG by WebEx on March 29, 2005 at 1pm Pacific time (date to be confirmed).

Prior to this meeting several version of the 30 second story should be assembled for review and discussion.

Events & Activities

Erich Gunther, Rik Drummond, Dave Cohen, Eric Wong, and Larsh Johnson attended a CEC Demand Response Initiative workshop in Sacramento on 1 Feb 05. The CEC is proposing a "reference model" to help advanced metering companies and electric service providers collaborate on communications and control issues in support of demand response programs. Rik Drummond presented an overview of the GWAC. The following day a meeting of OpenAMI (an industry driven group) was convened to address the Commission's concerns and consider a reference design and potential interface standards. This will be monitored by the project and GWAC.

GWAC members McGowan, Drummond, Troxell, and Gunther will participate in the BuilConn Building Systems Energy Track on March 23-24, 2005 in Dallas. Rob Pratt will deliver a keynote address and participate in several panels.

Eric Lightner will be holding a peer review meeting for his Electric Distribution R&D work (which supports the GWAC). This is to take place in Atlanta on 19-20 Apr 05.

Action: Steve Widergren is to speak with Eric Lightner regarding the participation of IntelliGrid at the OEEA Electric Distribution R&D Peer Review session in Atlanta.

Action: Jack McGowan will request input on an editorial article he is writing for Engineering Systems.

Next meeting logistics

The next meeting is scheduled for May 3-4, 2005 in New York, hosted by the IBM Watson Research Center.

The topics to be scheduled include:

- On-Going
    - Constitution Working Group Update/Check
    - Illustrative Scenario Working Group
    - Elevator Story
    - Events & Activities

- New
    - Constitution → Convention, next steps
    - Scenarios → Analysis

Tentative presentations for May 3-4 include:

- IBM guest speaker(s)
- ISO/RTO Council's Information Technology Committee
- Ellen Berman or Peggy Welsh, CECA: consumer representation
- Others: IT security, semantic web services, Peter Funk (NY attorney, litigation on rate structures, Energy User News).

Terry Jones was suggested as a good person to participate in a future meeting. He has distribution system operations, markets, and business knowledge.

Action: Ron Ambrosio is to coordinate with Mia Bosquet to organize logistics for this meeting and to provide suggested names and topics for presentations from IBM guest speakers.

Don Watkins is to try to arrange for a presentation from a member of the ISO/RTO ITC.

Action Item Review

Members are encouraged to keep track of action items for which they are 'owners'.

New Action Items:

#	Item	Owner	Due Date
49.	*Organize logistics for May 3-4 meeting and propose names and topics for presentations from IBM guest speakers.*	Ambrosio Bosquet	25 Mar 05
50.	*Arrange for a presentation from a member of the ISO/RTO ITC at May 3-4 GWAC meeting.*	Watkins	25 Mar 05
51.	*Speak with Eric Lightner regarding the participation of IntelliGrid at the OEEA Electric Distribution R&D Peer Review session in Atlanta.*	Widergren	25 Mar 05
52.	*Request input on an editorial article for Engineering Systems.*	McGowan	
53.	*Schedule Elevator Story and Illustrative Scenario Working Group WebEx, tentatively set for March 29, 2005 at 1pm Pacific time.*	Bosquet	21 Mar 05
54.	*Finish incorporating latest comments into the Elevator Story slides.*	Ambrosio	25 Mar 05
55.	*Assemble several versions of the 30 second story for review and discussion.*	Widergren	25 Mar 05
56.	*Discuss the template for scenarios, how they may be used, and proceeding with additional illustrative scenarios.*	McGowan (lead) Wong Britton Johnson Cohen	29 Mar 05
57.	*Review and provide feedback to refine and prioritize the list of people to be interviewed.*	Members	25 Mar 05
58.	*Lead second test interview with Albert Esser.*	Drummond	14 Mar 05
59.	*Conduct constitution interviews by conference call to permit members to become familiar with the interview process.*	Drummond	15 Apr 05
60.	*Assemble feedback from test interviews and produce the Constitution Statements of Principle and Interview Form version 1.0.*	Bosquet	18 Mar 05
61.	*Suggest names and help set up constitution interviews to be done during BuilConn.*	McGowan	21 Mar 05

62.	*Suggest names and help set up constitution interviews during the Electric Distribution R & D Peer Review.*	Widergren	31 Mar 05
63.	*Launch call for candidates after reflecting latest changes in material.*	Bosquet Widergren	14 Mar 05
64.	*Review the Call for Candidate target distribution list and provide input. Forward the Call for Candidates as desired, informing Mia Bosquet and Steve Widergren.*	Members	18 Mar 05