



GridWise Architecture Council Meeting Web Meeting

December 14, 2007

Meeting Minutes

The meeting was held from 1 p.m. – 3 p.m. on December 14, led by Chairman Jack Mc Gowan.

The following individuals were present:

Architecture Council Members

Ron Ambrosio, IBM T.J. Watson Research Center
Joe Bucciero, KEMA Consulting
Rik Drummond, Drummond Group
Stephanie Hamilton, Southern California Edison
Dave Hardin, Invensys Process Systems
Lynne Kiesling, Northwestern University
Mike McCoy, Becker Capital Management
Jack Mc Gowan, Energy Controls, Inc.
Richard Schomberg, Electricite de France

Ex-officio Members

Joe Hughes for Don von Dollen, EPRI Liaison

Architecture Council Support

Steve Widergren, PNNL
Ruth Taylor, PNNL
Ron Jarnagin, PNNL
Heather Kuykendall, PNNL

Not Present

David Cohen, Infotility
Erich Gunther, EnerNex Corporation
Russell Robertson, Tennessee Valley Authority
Alison Silverstein, Consultant

Proprietary Information Notice

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

Meeting Minutes Approval

The minutes from the October 26 web meeting were approved with no changes.

Welcome and Introductions

Steve Widergren gave an overview of the agenda, and reminded the members of upcoming meetings. Approaching meeting dates are below:

- January 15-16, 2008 – face-to-face meeting in New Orleans, LA
- March 18-19, 2008 – tentative face-to-face meeting, pending results from January meeting
- April 4, 2008 – web meeting from 9 – 11 am PT
- May 19-20, 2008 – face-to-face meeting, co-located in Santa Clara with the GridWise Expo
- July 2008 – web meeting – date TBD
- September 22, 2008 – face-to-face meeting, co-located in Washington, D.C. with GridWeek
- December 2008 – possible meeting co-located with GridWeek 08

Action Item:

Heather Kuykendall will coordinate logistics with council members and invited speakers (due 15 Jan 07).

Member Renewal and Chair Selection

For the first time in GWAC history, all eight council members with expiring terms have indicated their interest to continue to serve on the Council for another term. The Call for Candidates is underway, and GWAC administration is collecting applications and letters of intent. The Call will remain open until January 15, 2008. Dave Hardin and Jack Mc Gowan were proposed as representatives from GWAC on the Committee, but Rik Drummond brought to the attention of the council that Chairs must not be involved in the selection per the Bylaws¹. Steve Widergren will revisit the proposed GWAC members with Jack Mc Gowan. Eric Lightner (DOE) will also select two other members for the Nominations Committee.

Jack Mc Gowan mentioned that Steve Luker of Lockheed Martin might be interested in the Call for Candidates. He will forward contact information to the administrators.

Timeline for Member Call:

December 3, 2007	Call Started
December 21, 2007	Assemble Nominations Committee
January 15, 2008	Candidate Call Period Ends
January 25, 2008	Confirm Commitments & Finalize Slate
February 1, 2008	Nominee Confirmation

¹ Post-meeting review of the Bylaws indicate that there is no such restriction on the Chair from being a Nominations Committee member.

Jack Mc Gowan was congratulated on his selection by e-mail vote and confirmation by Eric Lightner, DOE, as GWAC Chairperson for 2008.

Action Items:

Steve Widergren is to re-visit GWAC representation on the Nominations Committee with Jack Mc Gowan (due 21 Dec 07).

Grid-Interop Follow-up

Ruth Taylor announced that the proceedings from Grid-Interop are near completion, and will be sent early the following week. A draft version of the action roundtable section was sent out to moderators and scribes for comment. Several meetings have developed from Grid-Interop action roundtable sessions, such as the B2G Summit in New York on January 21, 2008. Additional sponsorship will be provided by Constellation Energy. The summit is designed for 30-60 participants to grow the buildings to grid area of interoperability, involving multi-location building experts. An announcement of the event has been printed in Automated Buildings and Smart Grid News. Jack Mc Gowan, Ron Ambrosio, and Rik Drummond will be participating on behalf of the GWAC at the Summit. Lynne is unable to attend, but offered to provide comments on the purpose and structure. Industry to Grid and Home to Grid meetings are tentatively planned to be co-located with Connectivity Week in 2008. The proposals developed from the action round tables at Grid-Interop will be reviewed and prioritized at the January meeting.

The Council was asked their opinion of holding another Grid-Interop in 2008. All agreed with the value of the many. They agreed to go forward with the stipulation that the GWAC must follow-up on the action roundtable proposals and shepherd progress that can be reviewed and built upon in Grid-Interop 2008 sessions. The GWAC agreed to plan for an early December meeting in Atlanta, GA. Clasma Events will look into potential venues. The primary goal is to grow the community and to maintain momentum that developed from Grid-Interop and will be visited at upcoming events in 2008.

Action Items:

GWAC roundtable moderators are to provide comments to Ruth Taylor concerning their session, providing timelines and responsible parties for actions that came from their discussions (due 18 Dec 07).

Lynne Kiesling is to provide comments on the proposed purpose and structure for the B2G Summit (due 21 Dec 07).

Ruth Taylor is to add the survey results from Grid-Interop to the GWAC SharePoint site (due 21 Dec 07).

Interop Principles for Regulatory Proceedings

Lynne Kiesling asked that the issue regarding the legality if GWAC involving itself in regulatory proceedings be brought to the Council's attention for discussion. The following questions were raised "Should GWAC or individuals submit policy statements/material?" and "Should we create policy material for submission (e.g. combine principles document and Decision-Maker's Checklist)?" It was suggested that Lynne utilize the standing GWAC Policy & Regulatory Team for advice on current procedure. There was concern that interoperability principles should not be used without education, and that GWAC is not a standards body. This discussion was tabled for additional consideration at the January meeting.

Action Item:

Steve Widergren is to add GWAC regulatory proceedings input to the agenda for the January meeting.

January Meeting Coordination

The next face-to-face meeting is planned for January 15-16, 2008, in New Orleans, LA. Hotel registration ends on January 2. This meeting will go to 4:00 or 4:30 pm on 16 January. The majority of the meeting will be a facilitated session focused on the future horizon for the GWAC and direction to get there. Ron Jarnagin is leading a team to propose a plan for the facilitated portion of the meeting. The team includes Alison Silverstein, Stephanie Hamilton, Rik Drummond, and Dave Hardin. They are scheduled for a teleconference on December 20. The Council voiced their support for Ron Jarnagin to facilitate this portion of the meeting.

Action Item:

January meeting planning team is to meet via teleconference and draft a plan for the January meeting (due 4 Jan 08).

Financial Benefits Paper RFP

The Benefits Study Team includes Dave Cohen, Rik Drummond, Eric Gunther, Mike McCoy, Alison Silverstein, and Lynne Kiesling. A team teleconference is scheduled for December 17. They will review the four proposals received, and submit a recommendation to the Council by early January. The draft Statement of Work for Environmental Benefits will be composed, and finalized at the January meeting.

December 17, 2007	Review proposals and hold 1 st scoring meeting
December 19, 2007	Clarifications to submitters or begin contracting
January 4, 2007	Second scoring meeting, if needed
January 9, 2007	Confirm winning proposal

Action item:

Benefits Study Team is to review proposals for the Financial Benefits Paper and hold first scoring meeting (due 17 Dec 07).

GWAC / GWA Memorandum of Understanding (MOU)

GWAC Chairperson Jack Mc Gowan and GridWise Alliance Board of Directors Chairperson Guido Bartels signed an MOU between the GridWise Architecture Council and the GridWise Alliance on December 11, 2007. Richard Schomberg, Ron Ambrosio, and Jack Mc Gowan incorporated Council members concerns regarding independence, confidentiality, and lobbying into the final MOU.

Action Item:

Jack Mc Gowan is to forward a signed copy of the final MOU to the Council, and GWAC Administration will post on the SharePoint site for archival storage (due 21 Dec 07).

Communications & Outreach Update

Ruth Taylor mentioned the latest GWAC Media Plan to the Council, and discussion was deferred due to time constraints. Ruth Taylor will follow up with the members via email. Stephanie suggested that relevant upcoming meetings be posted and coverage planned. For example, the California Alliance for Distributed Energy Resources (www.cader.org) is on January 30 – February 1, 2008 and deserves possible involvement from GWAC. Dave Hardin was suggested as a good match.

Summary of New Action Items

Item	Owner	Due Date
Heather Kuykendall will coordinate logistics with council members and invited speakers.	Kuykendall	1/15
Steve Widergren is to re-visit GWAC representation on the Nominations Committee with Jack Mc Gowan.	Widergren	12/21
GWAC roundtable moderators are to provide comments to Ruth Taylor concerning their session, providing timelines and responsible parties for actions that came from their discussions.	Council members	12/18
Lynne Kiesling is to provide comments on the proposed purpose and structure for the B2G Summit.	Kiesling	12/21
Ruth Taylor is to add the survey results from Grid-Interop to the GWAC SharePoint site.	Taylor	12/21
Steve Widergren is to add GWAC regulatory proceedings input to the agenda for the January meeting.	Widergren	1/15
January meeting planning team is to meet via teleconference and draft a plan for the January meeting.	Jarnagin, Silverstein, Hamilton, Drummond, & Hardin	1/4
Benefits Study Team is to review proposals for the Financial Benefits Paper and hold first scoring meeting.	Cohen, Drummond, Gunther, McCoy, Silverstein, & Kiesling	12/17
Jack Mc Gowan is to forward a signed copy of the final MOU to the Council, and GWAC Administration will post on the SharePoint site for archival storage.	Mc Gowan	12/21