



NORTH AMERICAN ELECTRIC RELIABILITY COUNCIL

Princeton Forrestal Village, 116-390 Village Boulevard, Princeton, New Jersey 08540-5731

Distribution Factor Working Group Meeting

Wednesday, September 7, 2005 —1 p.m.–5 p.m.
Thursday, September 8, 2005 – 8 a.m.–noon

Embassy Suites
901 North First St.
St Louis, Missouri 63102
Phone: 314-241-4200

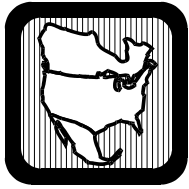
Agenda

1. **Introductions**
2. **Administrative**
 - a. Arrangements
 - b. Review of NERC Antitrust Compliance Guidelines
 - c. Review of NERC Parliamentary Procedures
 - d. Approve and set timing for agenda. Closed sessions will be conducted as required.
 - e. Approve minutes from the June 3, 2005 meeting
 - f. Future meetings and conference calls
 - i) Future Meetings
 - g. Action Item List – *Information*
3. **IDC Base Case Status**
 - a. Monthly
 - b. Seasonal
4. **Flowgate Administration**
5. **Future of Book of Flowgates (BoF)**
6. **Relevant IDC Change Orders**
 - a. IDC CO-143 (Conversion of IDC Input Format to PSS/E Version 28)
 - i) Approval of industry notification of three winding transformers in the BoF
 - b. Change Order 38-1 (PAR Control)

A New Jersey Nonprofit Corporation

Phone 609-452-8060 ■ Fax 609-452-9550 ■ URL www.nerc.com

7. **Posting**
8. **Documentation of IDC modeling processes**
9. **Other**
10. **Adjourn**



NERC

Please complete and return this form whether or not you plan to attend this meeting to: Kathie Potts (kathie.potts@nerc.net) OR fax: 609-452-9550

Distribution Factor Working Group (DFWG)

Wednesday, September 7, 2005 — 1 p.m. to 5 p.m.

Thursday, September 8, 2005 — 8 a.m. to Noon

MEETING LOGISTICS AND REGISTRATION FORM

Hotel	Embassy Suites 901 North First St St. Louis, MO
Phone and fax	Ph: 314-241-4200
Room rate	\$119 single/double occupancy
Block Name:	"DFWG Meeting"
Room block	Night of September 7, 2005
Reservation cut-off date	August 15, 2005 (NOTE: After this date, the hotel will release this block of rooms and only accept reservations on a space-available basis.)
Check-in and check-out times	Check-in: 3 p.m. Check-out: noon
Transportation	The hotel is located about 20 minutes from the Airport. <ul style="list-style-type: none">• Shuttle service is available at baggage claim. Approximately \$18• Taxi: Approximately \$30
Hotel reservation instructions	When making your hotel reservation, please be sure to mention the "NERC/North American Electric Reliability Council" meeting to get the preferred rate and to ensure your reservation is credited to the NERC room block. <i>NERC may be charged a penalty if the total rooms blocked for this event are not picked up.</i> Also, if you use a travel agency for your travel plans, please make sure the agency mentions NERC.
Attire	Business casual

Please type or print.

Name:			
Title:			
Company:			
Telephone:			
E-mail:			
Attending:	<input type="checkbox"/>	Not Attending:	<input type="checkbox"/>



NORTH AMERICAN ELECTRIC RELIABILITY COUNCIL

Princeton Forrestal Village, 116-390 Village Boulevard, Princeton, New Jersey 08540-5731

NERC ANTITRUST COMPLIANCE GUIDELINES

I. GENERAL

It is NERC's policy and practice to obey the antitrust laws and to avoid all conduct that unreasonably restrains competition. This policy requires the avoidance of any conduct that violates, or that might appear to violate, the antitrust laws. Among other things, the antitrust laws forbid any agreement between or among competitors regarding prices, availability of service, product design, terms of sale, division of markets, allocation of customers or any other activity that unreasonably restrains competition.

It is the responsibility of every NERC participant and employee who may in any way affect NERC's compliance with the antitrust laws to carry out this commitment.

Antitrust laws are complex and subject to court interpretation that can vary over time and from one court to another. The purpose of these guidelines is to alert NERC participants and employees to potential antitrust problems and to set forth policies to be followed with respect to activities that may involve antitrust considerations. In some instances, the NERC policy contained in these guidelines is stricter than the applicable antitrust laws. Any NERC participant or employee who is uncertain about the legal ramifications of a particular course of conduct or who has doubts or concerns about whether NERC's antitrust compliance policy is implicated in any situation should consult NERC's General Counsel immediately.

II. PROHIBITED ACTIVITIES

Participants in NERC activities (including those of its committees and subgroups) should refrain from the following when acting in their capacity as participants in NERC activities (e.g., at NERC meetings, conference calls and in informal discussions):

- Discussions involving pricing information, especially margin (profit) and internal cost information and participants' expectations as to their future prices or internal costs.
- Discussions of a participant's marketing strategies.
- Discussions regarding how customers and geographical areas are to be divided among competitors.
- Discussions concerning the exclusion of competitors from markets.
- Discussions concerning boycotting or group refusals to deal with competitors, vendors or suppliers.

Approved by NERC Board of Trustees, June 14, 2002
Technical revisions, May 13, 2005

III. ACTIVITIES THAT ARE PERMITTED

From time to time decisions or actions of NERC (including those of its committees and subgroups) may have a negative impact on particular entities and thus in that sense adversely impact competition. Decisions and actions by NERC (including its committees and subgroups) should only be undertaken for the purpose of promoting and maintaining the reliability and adequacy of the bulk power system. If you do not have a legitimate purpose consistent with this objective for discussing a matter, please refrain from discussing the matter during NERC meetings and in other NERC-related communications.

You should also ensure that NERC procedures, including those set forth in NERC's Certificate of Incorporation and Bylaws are followed in conducting NERC business. Other NERC procedures that may be applicable to a particular NERC activity include the following:

- Reliability Standards Process Manual
- Organization and Procedures Manual for the NERC Standing Committees
- System Operator Certification Program

In addition, all discussions in NERC meetings and other NERC-related communications should be within the scope of the mandate for or assignment to the particular NERC committee or subgroup, as well as within the scope of the published agenda for the meeting.

No decisions should be made nor any actions taken in NERC activities for the purpose of giving an industry participant or group of participants a competitive advantage over other participants. In particular, decisions with respect to setting, revising, or assessing compliance with NERC reliability standards should not be influenced by anti-competitive motivations.

Subject to the foregoing restrictions, participants in NERC activities may discuss:

- Reliability matters relating to the bulk power system, including operation and planning matters such as establishing or revising reliability standards, special operating procedures, operating transfer capabilities, and plans for new facilities.
- Matters relating to the impact of reliability standards for the bulk power system on electricity markets, and the impact of electricity market operations on the reliability of the bulk power system.
- Proposed filings or other communications with state or federal regulatory authorities or other governmental entities.
- Matters relating to the internal governance, management and operation of NERC, such as nominations for vacant committee positions, budgeting and assessments, and employment matters; and procedural matters such as planning and scheduling meetings.

Any other matters that do not clearly fall within these guidelines should be reviewed with NERC's General Counsel before being discussed.

Parliamentary Procedures

Based on Robert's Rules of Order, Newly Revised, 10th Edition, plus "Organization and Procedures Manual for the NERC Standing Committees"

Motions

Unless noted otherwise, all procedures require a "second" to enable discussion.

When you want to...	Procedure	Debatable	Comments
Raise an issue for discussion	Move	Yes	The main action that begins a debate.
Revise a Motion currently under discussion	Amend	Yes	Takes precedence over discussion of main motion. Motions to amend an amendment are allowed, but not any further. The amendment must be germane to the main motion, and can not reverse the intent of the main motion.
Reconsider a Motion already approved	Reconsider	Yes	Allowed only by member who voted on the prevailing side of the original motion.
End debate	Call for the Question or End Debate	Yes	If the Chair senses that the committee is ready to vote, he may say "if there are no objections, we will now vote on the Motion." Otherwise, this motion is debatable and subject to 2/3 majority approval.
Record each member's vote on a Motion	Request a Roll Call Vote	No	Takes precedence over main motion. No debate allowed, but the members must approve by 2/3 majority.
Postpone discussion until later in the meeting	Lay on the Table	Yes	Takes precedence over main motion. Used only to postpone discussion until later in the meeting.
Postpone discussion until a future date	Postpone until	Yes	Takes precedence over main motion. Debatable only regarding the date (and time) at which to bring the Motion back for further discussion.
Remove the motion for any further consideration	Postpone indefinitely	Yes	Takes precedence over main motion. Debate can extend to the discussion of the main motion. If approved, it effectively "kills" the motion. Useful for disposing of a badly chosen motion that can not be adopted or rejected without undesirable consequences.
Request a review of procedure	Point of order	No	Second not required. The Chair or secretary shall review the parliamentary procedure used during the discussion of the Motion.

Notes on Motions

Seconds. A Motion must have a second to ensure that at least two members wish to discuss the issue. The "second" is not recorded in the minutes. Neither are motions that do not receive a second.

Announcement by the Chair. The Chair should announce the Motion before debate begins. This ensures that the wording is understood by the membership. Once the Motion is announced and seconded, the Committee "owns" the motion, and must deal with it according to parliamentary procedure.

Voting

Voting Method	When Used	How Recorded in Minutes
Unanimous Consent	When the Chair senses that the Committee is substantially in agreement, and the Motion needed little or no debate. No actual vote is taken.	The minutes show "by unanimous consent."
Vote by Voice	The standard practice.	The minutes show Approved or Not Approved (or Failed).
Vote by Show of Hands (tally)	To record the number of votes on each side when an issue has engendered substantial debate or appears to be divisive. Also used when a Voice Vote is inconclusive. (The Chair should ask for a Vote by Show of Hands when requested by a member).	The minutes show both vote totals, and then Approved or Not Approved (or Failed).
Vote by Roll Call	To record each member's vote. Each member is called upon by the Secretary,, and the member indicates either "Yes," "No," or "Present" if abstaining.	The minutes will include the list of members, how each voted or abstained, and the vote totals. Those members for which a "Yes," "No," or "Present" is not shown are considered absent for the vote.

Notes on Voting

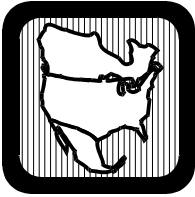
(Recommendations from DMB, not necessarily Mr. Robert)

Abstentions. When a member abstains, he is not voting on the Motion, and his abstention is not counted in determining the results of the vote. The Chair should not ask for a tally of those who abstained.

Determining the results. The results of the vote (other than Unanimous Consent) are determined by dividing the votes in favor by the total votes cast. Abstentions are not counted in the vote and shall not be assumed to be on either side.

"Unanimous Approval." Can only be determined by a Roll Call vote because the other methods do not determine whether every member attending the meeting was actually present when the vote was taken, or whether there were abstentions.

Majorities. Robert's Rules use a simple majority (one more than half) as the default for most motions. NERC uses 2/3 majority for all motions.



NORTH AMERICAN ELECTRIC RELIABILITY COUNCIL

Princeton Forrestal Village, 116-390 Village Boulevard, Princeton, New Jersey 08540-5731

Distribution Factor Working Group

June 3, 2005

Conference Call Minutes

Administrative Matters

Chairman Patrick J. Shanahan called the Distribution Factor Working Group (DFWG) conference call to order at 3 p.m. on June 3, 2005. Attendance is listed in Attachment A.

Chair and Vice Chair

The two current nominees for the position of chair are Jim Busbin and Jason Marshall. The balloting will take place through an e-mail.

Merger of IDCWG and DFWG

At this time IDCWG would like to keep the groups as separate groups. A couple of the reasons are the potential loss of technical expertise (modeling or IDC) and workload.

IDCWG would like to hold a couple of meetings each year in the same city, thus allowing for a couple of hours joint sessions.

Next Call/Meeting

What	Date	Time	Location
Conference Call	July 19, 2005	10:00 AM Eastern for One Hour	Conference Call/WebEx
Meeting	September 7-8, 2005	Half day half day	St Louis

Adjournment

The June 3, 2005 day of the conference call meeting was adjourned at 3:30 pm.

A New Jersey Nonprofit Corporation

Phone 609-452-8060 ■ Fax 609-452-9550 ■ URL www.nerc.com

Attachment A

Attendance

Name	Representing	E-Mail Address
Pat Shanahan, Chairman	ATC	pshanahan@atcllc.com
Chi Tang	IESO	
Phillip Shafeei	NYISO/ISO-NE	pshafeei@nyiso.com
Don Reichenbach	VACS	dereiche@duke-energy.com
Jason Marshall	MISO	
Kannan Sreenivasachar	IESO	kannan.sreenivasachar@ieso.ca
Wayne Galli	SPP	WGalli@spp.org
Brian Nolan	NERC	brian.nolan@nerc.net