

Minutes Distribution Factor Working Group

April 15–16, 2008
Midwest ISO Office
1125 Energy Park Drive
St. Paul, Minnesota

The Distribution Factor Working Group (DFWG) met on April 15–16, 2008 in St. Paul, Minnesota. The meeting notice and agenda are affixed as **Exhibits A** and **B**, respectively. Chair Jim Busbin presided, and Larry Kezele announced that a quorum was present.

Attendees

Jim Busbin, Chairman	Southern	Mona Soliman	PJM
Hardeep Kandola	IESO	Yong Zheng	SPRC
Yasser Bahbaz	SPP	Mohammad Yassin	OATI
Vic Howell	VACAR-S	Jason Davis	ICTE
Cheryl Mendrala	ISO-NE	Dede Subakti	MISO
Phillip Shafeei	NYISO	Nelson Muller	OATI
Jim Latimer	OATI	Ben Taylor	TVA
Armando Rodriguez	TVA	Larry Kezele	NERC
Neil Shah (via speakerphone)	MISO	Ron DeLoach	PJM

Antitrust Compliance Statement

Chairman Busbin summarized the NERC Antitrust Compliance Guidelines.

DFWG Roster

The working group reviewed and revised the roster. The amended roster is attached (**Exhibit C**).

Distribution Factor Working Group Meeting Minutes

Cheryl Mendrala moved to approve the minutes of the January 8, 2008 meeting. The working group approved the motion.

Election of Vice Chair

Phillip Shafeei moved to elect Vic Howell as the vice chair of the DFWG, pending management approval. The working group approved the motion.

Future Meetings

Meeting/Conf. Call	Purpose	Date
None Scheduled		
IDCWG Meeting	Regular Meeting	May 20, 2008 (1 p.m.–5 p.m. EDT) and May 21, 2008 (8 a.m.–5 p.m.) in Montreal, Québec

Review of Agenda

Chairman Busbin reviewed the agenda and prioritized agenda items. The working group will conduct closed sessions as required.

Projects and Model Development

1. Book of Flowgates

- a. **Project Status** — Mohammad Yassin reported that the Book of Flowgates (BoF) went into production on February 27, 2008. He also summarized the user feedback received since the BoF went into production. The primary user issues were 1) user log ins and 2) flowgate ranges. In addition, he noted that users can access the BoF through the IDC.
- b. **BoF CO-01 (Conversion of IDC Data Format to PSS/E Version 30)** — Nelson Muller reported that BoF CO-01 converts the data format used in the BoF to PSS/E Version 30. OATI has already completed the development of CO-01. Mr. Muller tested the implementation of CO-01 by uploading the summer model into the BoF. Some data validation errors were discovered, which need to be addressed.

Phillip Shafeei moved to approve CO-01 for development. The working group approved the motion.

2. Discussion of IDC and SDX Model Data Exchange Practices

- a. **Conversion to PSS/E Version 30** — Dede Subakti reviewed the notes of the IT conversion team meetings. The IT conversion team is meeting by conference call every two weeks to discuss conversion to PSS/E Version 30 issues. The conversion team is requesting access to the final summer model on May 5, 2008 for final verifications by team members. It is anticipated that the Version 30 conversion will be completed by June 3, 2008.

3. **Revisit the Assigned BoF Flowgate Ranges** — The working group reviewed the current flowgate ranges identified in the BoF. The range 3300–3799 was assigned to both TVA and MISO. During implementation of the BoF, the range was assigned solely to MISO. The working group discussed various approaches to assigning flowgate ranges.

4. **Lessons Learned from First Use of New BoF Data Management System for April 2008 Model Upload** — The working group discussed the lessons learned from the first use of the BoF data management system, including emergency edits. IESO does not have the capability to perform this function, but could perform this functionality on an emergency basis.

Mr. Yassin explained that as a new base case is uploaded, an error file is generated and this file is sent to the BoF reliability coordinator administrators. Mr. Muller reviewed the list of administrators and the working group noted that some administrators were not in the list. The notification list will be augmented to include all BoF users. This BoF administrative change will be made prior to the May 2008 model upload.

The working group also discussed the preparation of a query following each model upload that documents which flowgates were modified administratively. Chair Busbin asked Mr. Muller to implement this BoF change request.

5. **DFWG Web Site Posting of Reference Base Cases, Must Files, and BoFs** — Larry Kezele explained that the current and archived monthly reference base cases, the monitored elements lists and the BoF spreadsheets are available on the DFWG Web site. Mr. Muller reported that these files are also available in the new BoF database management system. The files are available to NERC CRC (i.e., central repository for curtailment events) users; therefore, before terminating the posting of these files to the DFWG Web site the CRC users would require notification. The working group will discuss a transition plan at a future meeting.
6. **Flowgate Administration Reference Document** — Larry Kezele reported that the Operating Committee approved Version 4 of the Flowgate Administration Reference Document at its March 12–13, 2008 meeting. The revised reference document is posted in the Operating Manual. The working group requested that Version 4 be posted to the DFWG Web site.

The working group discussed the approval of temporary flowgates as outlined in the Flowgate Administration Reference Document. Chair Busbin, Vice Chair Howell, and Philip Shafeei will review the reference document to determine if changes are required.

Adjourn and Reconvene

The working group adjourned at 4:39 p.m. CDT and reconvened the following morning at 9:00 a.m. CDT.

7. **BoF CO-01 (Conversion of IDC Data Format to PSS/E Version 30) Test Session** — Messrs. Muller and Yassin reviewed and tested the development of BoF CO-01. The testing was performed by uploading the summer 2007 base case and a trial version of the summer 2008 base case. The working group reviewed several of the error messages generated during the upload process. Fatal errors must be corrected before the base case can be certified as validated. Cheryl Mendrala asked if there was a priority to the warning messages generated. Mr. Muller will document the priority levels associated with warning messages. The working group also observed the uploading of the BoF to the IDC test system and observed the processing of this information by the IDC.

The working group agreed that all future IDC base cases submitted by IESO to OATI are not required to be solved.

The working group identified several issues during the test session, which will be corrected, and the working group will then retest BoF CO-01.

8. **BoF CO-02 (BoF Modification to Support 5% Threshold for Market Flows)** — Chair Busbin explained that an Operating Reliability Subcommittee task force, the TLR standard drafting team, and the Standards Committee approved a recommendation to increase the market flow curtailment threshold to 5% during the remainder of the market flow field trial. He stated that BoF CO-02 modifies the Book of Flowgates to permit users to set the market flow threshold at 5%, in addition to the current 0% and 3%. The changes will be carried over to the IDC when the IDC model and flowgate list is updated.

Jason Davis moved to approve BoF CO-02 for development. The working group approved the motion.

9. **DFWG Model Formation Process** — Chair Busbin explained the process used by the working group, the SDX and IDC vendors, and IESO to develop the monthly IDC and SDX models. He suggested the development of a process flow document that details this process.

Adjournment

The meeting was adjourned at 12:29 p.m. on April 16, 2008.

Larry Kezele

Larry Kezele
Secretary

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Hotel Locations and Rate Information for the St. Paul Office

	Holiday Inn Rivercentre <i>St. Paul</i>	Radisson Hotel <i>Roseville</i>	Four Points by Sheraton <i>Minneapolis</i>	Holiday Inn Select MOA <i>Minneapolis</i>
Address	175 W. 7th St. St. Paul MN 55102	2540 N. Cleveland Ave. Roseville MN 55113	1330 Industrial Blvd Minneapolis MN 55413	Three Appletree Square Bloomington MN 55425
Contact	651-225-1515 888-Holiday www.holidayinn.com/stpaulmn	651-636-4567 800-333-3333 www.radisson.com/rosevillemn	612-331-1900 800-325-3535 www.starwoodhotels.com	952-854-9000 888-Holiday www.himspairport.com
Distance to MISO	3.9 miles SE 9 minutes	5.68 miles NW 11 minutes	4.93 miles NW 11 minutes	12.7 miles SW 23 minutes
Shuttle Service <i>(complimentary)</i>	<ul style="list-style-type: none"> 3-mile radius <p>1 van available 6:30am - 10pm, 7 days/week</p>	<ul style="list-style-type: none"> MISO 5-mile radius <p>2 vans available 7am - 10:30pm, 7 days/week</p>	<ul style="list-style-type: none"> MISO Downtown Mpls. 5-mile radius <p>1 van available 6:30am - 10pm, 7 days/week</p>	<ul style="list-style-type: none"> Airport Mall of America 2-mile radius <p>1 van available 6:30am - 10pm, 7 days/week</p>
Convenience	Downtown St. Paul	Shopping, restaurants, entertainment	Access to downtown Minneapolis	Airport, Mall of America

PREFERRED MISO RATES PER NIGHT

	Holiday Inn Rivercentre <i>St. Paul</i>	Radisson Hotel <i>Roseville</i>	Four Points by Sheraton <i>Minneapolis</i>	Holiday Inn Select MOA <i>Minneapolis</i>
Standard	\$102.00	\$99.00	\$104.00	\$100.00
Executive	xxx	\$109.00	xxx	\$120.00

ROOM AMENITIES

	Holiday Inn Rivercentre <i>St. Paul</i>	Radisson Hotel <i>Roseville</i>	Four Points by Sheraton <i>Minneapolis</i>	Holiday Inn Select MOA <i>Minneapolis</i>
Internet Access	STANDARD: Clock radio Data ports Work desk Wireless <i>(Complimentary)</i>	Voicemail Coffee maker Hairdryer	Iron with ironing board Cable TV with On-Demand video and/or HBO	
Microwave/ Refrigerator	Refrigerators standard <i>(no microwaves)</i>	In Executive Rooms	In Executive Suites	In Executive Suites
Newspaper	USA Today	USA Today <i>(weekdays)</i> Star Tribune <i>(weekends)</i>	USA Today	USA Today
Misc.	Outdoor terrace dining at The Liffey	In-Room Safe <i>(Complimentary)</i>	Bottled water <i>(Complimentary)</i>	Free local phone calls & 800 number access

HOTEL AMENITIES

	Holiday Inn Rivercentre St. Paul	Radisson Hotel Roseville	Four Points by Sheraton Minneapolis	Holiday Inn Select MOA Minneapolis
Same Day Dry Cleaning	STANDARD: Room service, Fitness center, Meeting facilities, ATM, Express checkout, Full restaurant (breakfast/lunch/dinner), Indoor pool with jacuzzi/whirlpool, Front desk safety deposit box			
	Available	Available	Available	Available
Lounge -or- Restaurant	The Liffey Irish Pub & Restaurant	Axel's Charhouse	Northern Point Restaurant & Lounge	Greenhouse Lounge

REWARDS PROGRAMS

	Holiday Inn Rivercentre St. Paul	Radisson Hotel Roseville	Four Points by Sheraton Minneapolis	Holiday Inn Select MOA Minneapolis
Airline Rewards	(none)	(none)	(none)	(none)
Preferred Guest	Holiday Inn Priority Club	Radisson Gold Rewards	Starwood Preferred Guest	Holiday Inn Priority Club

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