

Subscriber Group Meeting

Oct. 16, 2012
Minneapolis



Annual Report

- * Welcome to first in-person Subscriber Group meeting
- * Year-in-Review handout and upcoming board report for specifics
- * Big year for MRETS putting in place building blocks
 - * 501c4 nonprofit only 1 ½ years old
 - * First year with any staff

Management of M-RETS, Inc.

- * Goal:
 - * Create and implement organizational policies needed for M-RETS, Inc. nonprofit structure
- * Activity:
 - * Annual board calendar
 - * Financial policy document
 - * Personnel manual
 - * Executive Director work plan
 - * Long term needs of nonprofit

Subscriber Engagement Emphasis and Opportunities

- * More interaction with director elected by you and your peers to represent you on board
- * Increasingly substantive updates from board during Subscriber Group meetings
- * New staff capacity - main conduit of info for organization
- * Administrator - great source of technical assistance
- * Participate in quarterly Subscriber Group meetings – 3 via phone
- * Participate in this new type of in-person meeting
- * Stakeholder survey feedback
- * Information on website – minutes, meeting materials
- * Submit enhancement ideas via Change Requests
- * Review of edits to Operating Procedures and Terms of Use
- * Opportunity to serve on Enhancement Committee - industry and regulator break-out groups
- * Serve on other ad hoc committees
 - * MISO QRE workgroup
- * Feel free to contact me as Board President



Annual Action Plan teams very active this year

- Import/Export
 - Coordinated policy discussions
- Data Needs
 - Information on costs, use of system
- Nuclear
 - Analyzed stakeholder Change Request
- Subscriber Value
 - Coordinated stakeholder survey
- Management
 - Financial, Human Resource policies
 - Governance-related items



Import/Export of RECs

- * Goal:

- * Functional & automated export of RECs from M-RETS to all compatible tracking systems
- * Functional & automated import of RECs into M-RETS from other compatible tracking systems

- * Activity:

- * Identifying priority tracking systems
- * Developing technical requirements and minimum standards



Data Needs

- * Goal:
 - * Obtain and analyze data regarding system costs & usage
 - * Determine whether REC data in the system is accessible and user friendly
- * Activity:
 - * Developed data requests for APX to help M-RETS, Inc. analyze changes to fee structure for future
 - * Identified possible system enhancements to streamline regulatory oversight, and compliance & voluntary activity verification and management



Oversight role

- * We hold the contract for the system, we are here to represent your interests and provide oversight of the registry.
- * In order to provide oversight, need staff, attorneys, etc.
- * Per our contract with APX, we receive 32% of fees
- * What we do with fees:
 - * Personnel costs, board meetings, basic operations
 - * Contracting for consulting services:
 - * Survey design, strategic plan, fee structure model, lawyer for HR and financial policies
 - * Accounting and bookkeeping, auditor



Meeting current needs while looking forward

- * As part of strategic plan, Board looking at resources needed to meet both our future goals and current activities.
- * Currently we have workload for 2 staff people, which is why we are in the process of reviewing applications for a Technical Specialist. An organization with an overall budget of \$1m most likely needs to have more than 1 staff person dedicated to the MRETS Inc. oversight role.
- * Some of you that have served on MRETS committees know how much detail and time is involved in some of this work from the volunteer perspective. One of our goals with increasing staff is to take workload off of volunteer subscribers.

Technical Specialist Position Overview

- * Performing analytical work to support operations, researching, gathering data
- * Support committees and subcommittees, teams and other ad hoc board and Subscriber Group
- * Working with stakeholders on changes to Operating Procedures and Terms of Use
- * Ensuring access to data in MRETS reports and monitoring data needs of stakeholders
- * Work with financial and energy models
- * Conduct user fee scenario modeling and analysis based on utility load and REC forecasting
- * Coordinating enhancements and Change Requests

Board Update

- * Welcome!
- * This meeting was a survey suggestion
- * Please fill out evaluation form
- * Will ask at end of our board report for verbal feedback



Meeting Objectives

- * Strengthen relationships by meeting in person with the board, staff and Administrator
- * Build greater awareness of M-RETS, Inc. key activities in the last year
- * Discuss and receive feedback on Stakeholder survey, platform upgrade, fee structure

July 9 Board Meeting

- * Financial focus with ramp up to audit review
 - * Accountant as guest speaker
 - * Audit Committee report

Nuclear Change Request

- * Goal:

- * Evaluate pros/cons of tracking nuclear per stakeholder request

- * Activities:

- * Reviewed governing documents of M-RETS to determine what changes needed to track nuclear
- * Identified and fleshed out pro/cons
- * Determined potential costs, benefits of tracking nuclear for other M-RETS stakeholders & organization as a whole

- * Request turned down

- * Thanks to Exelon for sharing info
- * Consensus that not enough support existed for request due to mission-related changes needed in bylaws



August 13 Board Meeting

- * Auditor presented draft Audit and 990 report
 - * Unqualified opinion
 - * Great audit, especially given it was our first
 - * Auditor and Audit Committee recommendations to further strengthen procedures
 - * Board approved audit and 990
- * Fee report developed to monitor monthly Account Holder activity

September 10 Board meeting

- * Entire meeting devoted to reviewing survey
- * Directors submitted questions and key takeaways/themes in advance
- * More on survey later in agenda

September 27 Board Meeting

- * Draft mission statements reviewed. Survey informed discussion. Directors were asked to circle back with stakeholders on mission themes to inform strategic plan.
- * Board approved Officer Job Descriptions drafted by Management Team.
- * Board approved \$125,000 in enhancement funds for registry platform upgrade and other Change Requests recommended by Enhancement Committee

October 16 Board Meeting

- * Elections
 - * Marketer/Generator seat
 - * 3 state government seats
 - * Officer elections
- * Committee charters:
 - * Executive
 - * Finance
 - * Governance

Feedback

- * Questions over what we covered?
- * Is this type of info you need?
- * Is board doing what you need?
- * Any other thoughts?

Strategic Planning Process

- * Deb Erwin
- * Strategic plan, vision and mission statement process

M-RETS Strategic Planning Process



Values

Efficiency
Transparency
Collaboration
Accountability
Data-driven
Integrity
Others?



Stakeholder Survey

- * Ron and Larry served on team
- * Thanks for your responses
- * Goal:
 - * Identify and be responsive to needs of M-RETS subscribers
- * Activity:
 - * Developed in-depth survey of M-RETS subscribers and other stakeholders
 - * Survey sent out May 2012
 - * Survey results analyzed to inform both short term decisions and long term strategic planning discussions



Survey Design and Overview

- * Worked with Rosanna Armson (Minnesota Center for Survey Research) in the overall design and administration of the survey.
- * All responses were anonymous – but did have a breakout of the top 10 fee-paying account holders – identified as “Key Stakeholders”
 - * 70% of Key Stakeholders responded.
 - * 35% of nonprofits responded
 - * 31% for all other Stakeholders responded.
- * Survey gives us a new baseline of information. Along with other tools we’ll have the feedback we need.

Key Survey Takeaways

- * Overall M-RETS is doing good/adequate but not great. Overall system performance could be improved, but we understand it's not improvement at any cost.
- * Value received for fees paid seems to be ok.
- * As a compliance tool, it's adequate – but received a number of suggestions to make the system function better.
- * Regulators seem to feel the need for additional improvements.
- * Survey prompted discussions of how pro-active M-RETS should be regarding voluntary REC programs.
- * Communication tools could be improved. Website Info and accessibility could be enhanced.

Key Survey Takeaways Cont'd

- * Administrator revived good remarks
 - appreciate Bryan Gower's service.
- * Interaction with the Board did not rate as well.
- * Strong interest for import/export compatibility with MIRECS.
- * Interest in expanded bulletin board.
- * Surprise – strong interest in tracking for products other than RECs – carbon, energy efficiency. Now assessing how much interest there is on these other products and how well such efforts fit with the public good purpose in our bylaws.
- * We'll want your thoughts on these and other issues this afternoon.

Highlights of how board is using survey results

- * Results helped inform and shape the enhancement committee recommendations on the platform upgrade – more on that later.
- * Operational issues are being addressed by staff.
- * Results helped inform on the issue of nuclear tracking change request.
- * Results helped shape recommendations for the fee proposal – more on that later.
- * Results are helping to shape and form current work on the mission statement and strategic planning.

Highlights of changes proposed due to survey

- * Other changes under way:
 - * Working with APX to get all past and future Change Requests posted to the website.
 - * Respondents indicated they weren't sure where to find things on the web site – so today we're having a website demo.
 - * Respondents felt that they didn't know each other well and that in-person meetings could help – and we've started that today.
 - * Respondents had an interest in combining M-RETS functions to minimize travel budgets where possible – M-RETS recently made sure an effort at the REM Conference in Washington.

Website Demo/FAQ

- * Lots of survey questions about where info is found and also to include info that is already found on the website

Navigation



- Navigation Bar
- Hover Mouse for Additional Options

The **Midwest Renewable Energy Tracking System (M-RETS®)** tracks renewable energy generation in participating States and Provinces and assists in verifying compliance with individual state/provincial or voluntary Renewable Portfolio Standards (RPS) and objectives. M-RETS® is an important tool to keep track of all relevant information about renewable energy produced and delivered in the region.

Currently, several States and Provinces participate in M-RETS®: Illinois, Iowa, Manitoba, Minnesota, Montana, North Dakota, Ohio, South Dakota, and Wisconsin have policies in place requiring or strongly encouraging utility development of renewable resources. Additional States and Provinces in the region are expected to join M-RETS® after launch. M-RETS® uses verifiable production data for all participating generators and creates a Renewable Energy Credit (REC) in the form of a tradable digital certificate for each MWh.



M-RETS® production data is provided by the Midwest Independent Transmission System Operator, Inc. (Midwest ISO).

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Currently, Manitoba, Wisconsin, and other regional and production Energy C



M-RETS® production data is provided by the Midwest Independent Transmission System Operator, Inc. (Midwest ISO).

The M-RETS® system is administered by APX which was awarded a contract by the Public Service Commission of Wisconsin to implement, operate and administer the program.

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First Name	<input type="text"/>
Last Name	<input type="text"/>
Company	<input type="text"/>
E-mail Address	<input type="text"/>
Select State/Prov	<input type="text"/>
USA	<input type="text"/>
<input type="button" value="Subscribe"/>	

Announcements

Oct 12th, 2012
M-RETS® Subscriber Group Meeting October 16th 2012
Conference Call Registration

Oct 2nd, 2012
M-RETS® Board Meeting
Minutes from August 29, 2012

Event Information



The Midwest Renewable Energy Tracking System (M-RETS®) tracks renewable energy generation in participating States and Provinces and assists in verifying compliance with individual state/provincial or voluntary Renewable Portfolio Standards (RPS) and objectives. M-RETS® is an important tool to keep track of all relevant information about renewable energy produced and delivered in the region.

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- Past Events
- Meeting materials
- Agenda
- Minutes
- Registration info

Meeting materials and minutes



Events



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Meetings & Seminars

Upcoming Events

[In Person Subscriber Group Meeting: October 16 2012](#) - [Details \[-\]](#)

[Subscriber Group Meeting: Date: December 5 2012, 1pm CST](#)

Past Events

[Board Meetings](#) [Details \[-\]](#)

[Subscriber Group Meetings](#) [Details \[-\]](#)

**Access all Meeting
Materials and
Meeting Minutes**

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The screenshot shows the M-RETS website interface. At the top left is the M-RETS logo. A navigation bar contains links for Home, About M-RETS®, Documents & Resources, News, and Events. A banner image of wind turbines is visible in the top right. On the left side, there is a sidebar menu with categories: Events, Training, Webcasts, and Meetings & Seminars. The main content area is titled 'Meetings & Seminars' and is divided into 'Upcoming Events' and 'Past Events'. Under 'Upcoming Events', there is a link for 'In Person Subscriber Group Meeting: October 16 2012' and a date entry 'Subscriber Group Meeting: Date: December 5 2012, 1pm CST'. Under 'Past Events', there is a section for 'Board Meetings' with a 'Hide [-]' option. This section lists three meetings: 'Aug 29, 2012 - Board Meeting', 'Aug 13, 2012 - Board Meeting', and 'July 9, 2012 - Board Meeting'. Each meeting entry has a green download icon and a link labeled 'Meeting Minutes'. A red arrow points from a callout box labeled 'Download Minutes' to the 'Meeting Minutes' link for the August 29, 2012 meeting.

Upcoming Meeting Registration



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Meetings & Seminars


Upcoming Events


In Person Subscriber Group Meeting: October 16 2012 – Hide [-]


Embassy Suites Airport (S 952-960-5125)
7901 34th Avenue South, Bloomington, MN 55425
Orchid Room
or to register via WebEx for this meeting:

1. Go to <https://apxinc.webex.com/apxinc/j.php?ED=212969097&RG=1&UID=1423808712&RT=MiM3>
2. Register for the meeting

Meeting Materials

 [Agenda](#)

 [Enhancement Committee memo and upgrade Change Requests](#)

 [Year in Review](#)

**Upcoming Meeting
Agenda & Registration**

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About M-RETS®

M-RETS® tracks renewable generation located within the state and provincial boundaries of Illinois, Iowa, Manitoba, Minnesota, Montana, North Dakota, Ohio, South Dakota, and Wisconsin. It also tracks Renewable Resource Credits (RRCs) for the State of Wisconsin. Any generator located within the geographic footprint of M-RETS® may participate.

In addition, any generator outside of the geographic footprint of M-RETS® owned by a participating utility, or a generator with a contract with a participating utility to deliver energy into the M-RETS® footprint may participate in M-RETS®. Any other generator may participate at an adjusted fee schedule.

Renewable generation is defined as energy generated by a facility that is considered renewable as defined by any of the states or provinces listed above. The M-RETS® Administrator will issue one electronic M-RETS® Certificate for each MWh of energy that is generated by registered generators. To prevent double-counting, generators participating in M-RETS® track their generation output by M-RETS®. In addition, M-RETS® will consider tracking nonrenewable generation from any of these states in the future.

Participation in M-RETS® is voluntary although some states may designate MRETS as the tracking system to be used to meet State renewable energy standards. Any party, including non-generators, such as traders, marketers, and end-use customers may establish an account in the system.

All data in M-RETS® is verified. M-RETS® will not determine eligibility for

[M-RETS® Bylaws](#)

[The Age of Substantiation for Environmental Commodities](#)

About M-RETS Governance

- Over view of Governance Processes
 - Stakeholder
 - Board
- M-RETS Board contact information
- Documents
 - Board Roles
 - Annual Action Plan Report
 - Fiduciary Duties, Roles and Expectations for Board Members



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Governance

M-RETS® Stakeholder Process

- M-RETS® Administrator has ultimate responsibility for preparation, amendment, compilation and interpretation of all Operating Procedures, functional design documents and similar documents related to the design and operation of M-RETS®
- Need for balance between input from market participants and government agencies and independence of M-RETS® Administrator
- Starting point for Operating Procedures is draft Operating Procedures dated October 26, 2006
- Amendments to Operating Procedures will be based on consultation with Advisory Groups
- The M-RETS® Governing Board and the M-RETS® Subscriber Group will provide input and advice on M-RETS® design and Operating Procedures. M-RETS® Administrator will work cooperatively with both Advisory Groups to maximize their input while safeguarding independence of M-RETS® Administrator
- M-RETS® Governing Board will establish its own bylaws and governance structure.

[Board Member Roles and Responsibilities](#)

[Annual Action Plan Outcomes \(Updated May 2012\)](#)

[Fiduciary Duties, Roles and Expectations for Board Members](#)

Registry & Resource Documents



Documents & Resources



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[M-RETS® Operating Procedures](#)

[M-RETS® Fuel Types Appendix B-4](#)

[Terms of Use](#)

[M-RETS® Fee Structure](#)

[Schedule A: Designation of Responsible Party](#)

[Schedule C-1 Declaration of Agency - Level 1 Access](#)

[Schedule C-2 Declaration of Agency - Level 2 - 4 Access](#)

[Schedule D Billing Information](#)

[Terms of Use for ONLY for Reporting Entities](#)

[Midwest ISO Release Form](#)

[Green-e Energy Designation for Generator Accounts](#)

[Consent to Assignment](#)

Registry & Program

[Change Control Form Template](#)

[M-RETS® ByLaws](#)

[Reporting Entity Interface Control Document for reporting Generation Data](#)

[Nomination Policy](#)

- Registration
 - Schedules
 - Terms of Use
 - Operating Procedures
 - MISO Release Form
- Registry & Program
 - Change Control Form
 - MRETS By Laws
 - Interface Control Document
 - Board Nomination Policy

Registry & Resources: Useful Links

- **State & Provence Public Utility Commissions Contact and Program Information**
- **Useful Websites**
 - **Great Plains Institute**
 - **CRS**
 - **Izaak Walton**
 - **MISO**
 - **Other Tracking Systems**



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State & Provence Public Utility Commissions

- **Illinois Commerce Commission**

Richard J. Zuraski
527 East Capitol Avenue
Springfield, Illinois 62701

List of Resources that Qualify Under The Definition of Renewable Energy Resources

- **Illinois Power Agency**

Arlene A. Juracek
Michael A. Bilandic Building, Suite N-506
160 North LaSalle Street
Chicago, Illinois 60601

List of Resources that Qualify Under The Definition of Renewable Energy Resources

- **Iowa Utilities Board**

John Pearce
350 Maple Street
Des Moines, Iowa 50319-0069

- **Manitoba Utilities Board**

Kurt Simonsen
Province of Manitoba, Energy Development Initiative
1200-155 Carlton Street
Winnipeg, Manitoba R3C 3H8

- **Minnesota Department of Commerce**

Kate O'Connell

Registry & Resources

State/Province Statutes & Objectives

- Links to State & Provincial Statutes



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State/Province Statutes & Objectives

- [Illinois - 20 ILCS 687](#)
Geographic Eligibility for Utility RPS Requirements

Eligible resources must be located in Illinois. If there are insufficient cost-effective in-state resources, resources can be procured from adjoining states, and if these are also not cost-effective, resources can be procured from other regions of the country.

Geographic Eligibility for ARES RPS Requirements

Eligible resources must be located in Illinois, within states that adjoin Illinois (Wisconsin, Indiana, Iowa, Kentucky, Michigan and Missouri), or within portions of the PJM and MISO footprint in the United States, and that qualify under the definition of renewable energy resources below.

Reporting Year

June 1st through May 31st

Solar Requirement

Yes, starting June 1, 2012

Registry & Resources Registration

- Steps to Register an M-RETS Account



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Registration

The following will guide you through the steps necessary to create an M-RETS® account. The M-RETS® Administrator is available to assist you throughout the registration process. Please call ☎ 408-517-2118, or email at mrets_admin@apx.com

STEP 1 - Complete the online registration.

Initiate the process by visiting the [M-RETS® application](#) and completing the online registration under "Not a member? Register Here" link.

STEP 2 - Review the Operating Procedures.

[M-RETS® Operating Procedures](#)

[Terms of Use](#)

[Terms of Use for ONLY for Reporting Entities](#)

STEP 3 - Submit Account Approval Documents.

Upon completing of the online registration, and signing the online Terms of Use, submit the following documents to: MRETS@apx.com

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[For Wisconsin RRC Facilities](#)

[M-RETS® Terms of Use for Reporting Entities](#)

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M-RETS provides a number of reports accessible to the public.

Public Reports

[M-RETS Account Holders](#)

[M-RETS Generators](#)

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Fee structure proposals

- * Update and overview of process
- * Discussion and feedback

Questions?

* Thanks!

Breakout groups web-conference info (2:00 – 2:40)

- * **Marketer/Generator Breakout Group**

- * <https://www3.gotomeeting.com/join/662184286>

- * Dial +1 (805) 309-0013, Access Code: 662-184-286

- *

- * **IOU Group**

- * <https://www3.gotomeeting.com/join/471465382>

- * Dial +1 (805) 309-0014, Access Code: 471-465-382

- *

- * **Regulator Group**

- * <https://www3.gotomeeting.com/join/748776382>

- * Dial +1 (312) 878-3081, Access Code: 748-776-382

- *

- * **Muni/co-op Group**

- * <https://www3.gotomeeting.com/join/879229726>

- * Dial +1 (312) 878-3078, Access Code: 879-229-726