



Midwest Renewable Energy Tracking System, Inc.
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M-RETS Inc. Subscriber Group

Meeting Minutes

Feb 28, 2012 1:00-3:00pm CST

Via Webex

Meeting objectives:

- Build greater awareness of M-RETS Inc. as a nonprofit and what that means for the organization
- Deepen understanding of role and responsibilities among board, staff, Subscriber Group and Administrator
- Discuss and make recommendations on several items (MISO QRE data hierarchy, OP edits)
- Strengthen working relationships

Welcome and Introductions – Jamie Niccolls asked participants to introduce themselves by account type. They included: Kari Clark-Xcel, Deb Erwin - PSCW, Pat Keily-We Energies, Amy Fredregill – M-RETS Inc., Bryan Gower – NYSE Blue, Brian Rounds - SDPUC, Esther Case- Central Iowa Power Co-op, James Niccolls – Alliant Energy, Steve James –MG&E, Ron Franz - Dairyland, Merlin Raab – WPS, Mike Mundy – Ameren, Gary Garbe – MMMPA, Larry Johnston - SMMPA, Alicia Leinberger- 7th Generation, Janet Amick – IUB, Tom Reed- Great Lakes Utilities, Lise Trudeau – MN DOC, John Richards-NW WI Electric, Robin Quarrier-CRS, Candace Kreutzer – Manitoba Hydro, Bruce Murray – Exelon, Don Lechnar – Opknowledge, Clint Schumacher– SMMPA, Katherine Graham – NYSE Blue, Dan Heim – Exelon, Andrew Kell - PSCW.

Board update

Pat Keily with We Energies summarized the January 9 board meeting along with the associated approved minutes. The meeting included a review of a variance request to backload data; the board requested more information before a decision is made. The board approved Change Request 23 and edits to the MISO release form.

Larry Johnston summarized the February 23 board meeting, the minutes for which will be approved at the March 12 board meeting. The purpose of the meeting was to take a step back to look at best practices regarding the roles and responsibilities in nonprofits, because M-RETS is going through a common organizational phase transition. Larry provided information on what it means that M-RETS Inc. is a 501c4. Larry shared a diagram to explain the role of nonprofit board members that will be posted to the website. Now that we have staff capacity, the board is looking at the most efficient and productive ways to structure the organization, especially in terms of roles and

responsibilities. The board is looking at engaging the subscribers in making more recommendations to the board through committees like the Subscriber Group and Enhancement Committee.

Feedback on draft Subscriber Group Charter

Ron Franz explained that during the February board meeting, the directors reviewed a draft Roles and Responsibilities document for M-RETS directors; the Enhancement Committee has also adopted a Charter. These documents are dynamic and will change as M-RETS continues to go through life stages. The last remaining M-RETS entity without a written document clarifying its role is the Subscriber Group, which is why some of the board members have drafted a Subscriber Group Charter that subscribers could react to.

Jamie asked for feedback on the draft. A question was raised about where the role of the Subscriber Group Chair would be articulated. It was suggested that these types of questions and a review process for the Charter should be addressed by a workgroup that could meet over the next few months. A number of subscribers have already sent in suggested edits to the document and those proposed edits will be forwarded by staff to the workgroup. Kari Clark, Valy Goepfrich, and Candace Kreutzer volunteered for the workgroup. Jamie will suggest a deadline for comments on the draft when the meeting minutes are sent out.

Operating Procedures

Deb Erwin reviewed the board's Data Team's suggested edits to the Operating Procedures (OP). The goal was to make edits to ensure that the OP are in line with actual system functionality. The scope of the Subscriber Group discussion was limited to the scope of the team's proposed edits; staff is keeping a list of proposed OP edits outside of the team's scope to work on in the future.

The group had a discussion about how the reporting section doesn't seem to fit in the OP. We will investigate including this section in another document. A suggestion was made that in the future these types of specific edits might not need to go to all subscribers. This question dovetails with the work the board is doing to clarify appropriate process and defining roles; maybe staff or a committee should be deputized in the future.

The proposed OP changes were approved by the subscribers. The subscribers will be notified of the changes after the board approves them and they will be posted on the website.

Annual Action Plan Teams

Larry Johnston reviewed the five annual goals that the board is working on; these goals and their team members are listed in the Annual Plan Outcomes document that will be

posted to the website.

The Emissions Free Energy/Nuclear (EFE) Team is reviewing the bylaws, OP, TOU, TOU-QRE, and website as well as feedback from regulators and subscribers. Brian Rounds, the coordinator of the EFE Team, explained that the team is working to estimate the level of activity if the request were to be approved. He asked if subscribers see their company using this functionality; there were no comments.

Beyond the proposed OP edits that were discussed earlier, the Data Team has been working on improving the usefulness of the public reports, which will dovetail with the fuel types and sources list for CR 23 once it is finalized.

The Management Team has been working on policies and procedures for the organization, such as an edited financial policy to reflect the changes resulting from hiring staff.

The Import/Export Team hosted a briefing by NYSE Blue for board members on necessary steps to achieving full import/export functionality and is reviewing the OP to determine what factors will constitute that an imported certificate is coming from an eligible tracking system.

The Subscriber Value Team has been receiving input from the board on the Stakeholder Survey; the survey will be sent to Account Holders via a service such as Constant Contact around the end of May.

Reminder of website resources

Jamie reviewed who represents each stakeholder category on the M-RETS board. A description will be added on the website to clarify the position each director holds. Jamie also reviewed where meeting minutes can be found.

Bryan briefly reviewed January's M-RETS 10.0 Release

Enhancement Budget

2012 Releases

CR #	Description	Type	Status	Requester	M-RETS Version	Total (Dev Hours)
0017	Update Certificate Inbox display fields	Enhancement	Board Approved	WPPI	10.0	\$745.50 (5 Hours)
0019	Add Facility Name to Emails	Enhancement	Board Approved	Alliant	10.0	\$1491.00 (10 Hours)
0021	MRETS-Allocations	Enhancement	Board Approved	WPS/Alliant	10.0	\$6113.10 (41 Hours)
					Total(\$)/Budget(\$)	\$8349.60/\$20,000

Info on these items will be available with the meeting material on the website.

TOU change - new NYSE Blue phone #

Bryan explained that he has a new phone number; consequently, he will be editing the schedules in the Terms Of Use. Calls to the old number will be forwarded for a while

during the transition.

Enhancement Budget and Development Timeline Update

Bryan reported that \$8,349 has been spent against the FY12 budget for CR's 17, 19 and 21 (see above spreadsheet).

Enhancement Committee Report

Committee chair Kari Clark explained that the committee is working on a process for reviewing and prioritizing ideas for the \$250,000 Enhancement Fund, with an emphasis on big picture, creative ideas to make MRETS an even better system. The Committee adopted a Charter that will be posted to the website. The Committee is recommending to the board to authorize \$5,000 for staff to manage administrative updates on the website. The Committee is breaking out into regulatory and industry workgroups to prioritize ideas. She requested that subscribers send system enhancement ideas to her.

MISO QRE Workgroup Recommendation

Don Lechnar and Kari Clark summarized the MISO QRE workgroup's efforts to address the following questions:

1. Should the Operating Procedures establish MISO as the required QRE for all generators using MISO's control area settlement process?
2. Should MISO Report Verified meter data or Full settlement data?

The group is still finalizing its recommendation after its meeting last month, but thus far they have some general recommendations for addressing the 2 questions:

- 1) MISO GEN node reporting (greater than 5 MW AND recognized as a GEN node by MISO). Owner can report via MISO settlements or QRE from revenue grade meter.
- 2) MISO node less than 5 MW (non-GEN node). Owner can report via MISO settlements or QRE as written in present policy.
- 3) Attestations are acceptable for exception reporting. MRETS may need to define authority level of the person signing any attestation.
- 4) Restatements will continue as written in present policy, i.e increases against reporting month, decreases against pending month.
- 5) Verify that MRETS members are comfortable with 2 year restatement period (Note that this opens a gray area for restatements based on MISO data after S105 settlement.

Kari suggested that the workgroup will meet one more time to wrap up outstanding issues and will come back to the Subscriber Group with a document that would eventually go to the board.

Next Meeting dates

The group elected to change the May date to June 21. They also decided to change the September in person meeting to October 16 most likely in the Twin Cities or Madison. The group also expressed concern that some companies are experiencing travel restrictions. As a result, we will try to make it convenient for subscribers to call into the in-person meeting. We will also look into co-locating future meetings at conferences and other events where subscribers would already be meeting; please notify Amy of any major events you would suggest for co-locating M-RETS meetings. The December 5 meeting remains unchanged.

Roundtable

Jamie asked if the group had any other issues to raise for discussion. One suggestion was to have more frequent meetings that are shorter. That question will be included in the stakeholder survey.

Adjourn Subscriber Group meeting at 3:00**Post-session briefing**

Deb Erwin with PSCW reviewed information on the WI Compliance Reporting. April 15 is the deadline for compliance reports. She reminded subscribers to check the spreadsheet sent out by the commission. She also reviewed the 2007 vintage RRC conversion eligibility. The PSCW is trying to get a snapshot of the total renewable energy generation in WI and to avoid any double counting.

Minutes submitted by Amy Fredregill.