# **Establishment and Authority**

The Event and Performance Analysis Subcommittee (EPAS) was established by the Operating Committee (OC).

# **Purpose/Responsibilities**

**EPAS**

**Charter**

The purpose of the EPAS is to focus on analyzing events and Western Interconnection-wide performance. The EPAS will review events and develop and disseminate lessons learned to help mitigate the recurrence of similar events and, more importantly, minimize the exposure to larger-scale events.

The EPAS shall:

1. Direct and review the work of its subgroups.
2. Review NERC Event Analysis Brief Reports and other event reports associated with the Western Interconnection.
3. Request presentation of event reports that will add to the reliable operation of the Western Interconnection.
4. Request clarifying information from the submitter that will provide understanding of the event and associated root causes.
5. Identify trends through root-cause analysis and Interconnection performance.
6. Promote development of lessons learned, best practices, and performance improvement recommendations.
7. Track resolution of recommendations in event reports.
8. Coordinate with industry organizations as needed on issues that pertain to the scope of the EPAS.
9. Perform other tasks as appointed by OC.

# **Committee Composition and Governance**

## Membership

* 1. The EPAS shall be composed of members representing WECC member organizations.

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* 1. Members shall be selected by their organization’s OC representative or by their

organization’s WECC Member Representative if no OC representative exists.

* 1. Members shall serve until they resign or a successor has been selected.
	2. Members shall be acknowledged by the chair (or designee).

## Leadership

* 1. The chair of the OC shall appoint one of the EPAS members to serve as the chair.
	2. The chair of the OC shall appoint one of the EPAS members to serve as the vice chair.
	3. The chair and vice chair shall each hold office for a term of two years, or until a successor chair or vice chair has been duly appointed. The chair and vice chair may serve multiple terms.
	4. The chair shall manage the committee and its meetings.
	5. The vice chair shall perform the duties of the chair in the chair’s absence or in case of a

vacancy in the office of chair.

* 1. The chair shall assign a committee member or WECC staff member to prepare minutes of EPAS meetings for the committee’s approval.

## Meetings

* 1. The EPAS shall meet at least three times per year. Meetings will be held according to the WECC Meeting Policy.
	2. A quorum for meetings shall be 5 members.
	3. Action taken by the EPAS shall require a majority vote of the members present (in person or remotely). Voting may be by any means the chair determines appropriate. EPAS members may not vote by proxy or absentee ballot.
	4. EPAS meetings may be in person, by webinar, or by conference call, as determined by the chair.
	5. The chair (or designee) shall give notice by email to each member of the EPAS of the time and place of all meetings, and shall post notice of all meetings on the WECC website. Notice shall be given no less than 3 days prior to each meeting.
	6. An agenda, containing the items for which action may be taken, shall be included with the notice.
	7. Any person who wants notice of EPAS meetings may notify the chair by email. The chair (or designee) shall then email a copy of the notice and agenda of future meetings to that person when the notice and agenda are given to the committee members.
	8. The EPAS has been approved by the Board to hold closed sessions. Closed sessions must be held according to the procedures and requirements set forth in the Board Policy on Closed Sessions.

# **Reporting**

The EPAS shall report to the OC on its activities and any recommendations.

The EPAS shall annually review each subcommittee, task force, or work group that reports to the EPAS to determine whether that group is still necessary or should be dissolved.

# **Review and Changes to the Charter**

The EPAS shall review this charter annually and recommend any changes to the OC.

**Approved by the OC:**

**Last reviewed by the EPAS: May 8, 2019**