



Long-term Transmission Planning Task Force Charter

Establishment and Authority

The Long-term Transmission Planning Task Force (LTPTF) was established by the Reliability Assessment Committee (RAC). The LTPTF should complete its work and provide a recommendation to the RAC by the fall RAC meeting in 2024.

Purpose and Responsibilities

The purpose of the LTPTF is to make recommendations to the RAC concerning aspects of long-term planning (20+ years). The recommendations should include defining modeling approach, datasets, tools, scenario development.

The LTPTF is responsible for:

1. Developing recommendations for the RAC regarding the models and datasets are needed to perform the types of analysis that stakeholders need to do in the 20+ year timeframe.
 - a. Tools should be considered.
 - b. Define sources of data.
 - c. Describe what assumptions need to be made about load, resources, and transmission.
 - d. Consider the granularity of a model in the timeframe, nodal vs. zonal models.
 - e. Develop the data request for the first long-term (20+ year) interconnection-wide model.
2. Performing other tasks as assigned by RAC.

Committee Composition and Governance

1. Membership

- a. The LTPTF will be composed of members working in or have worked in areas related to electric power system planning.
- b. Members will be volunteers.
 - i. Notice of volunteering should be sent to the co-chairs.
- c. Members will serve until they resign.
- d. The LTPTF will also include a liaison, appointed by WECC management, as a member.

- e. Committee members who miss three or more consecutive meetings will be removed from the committee.

2. Leadership

- a. The chair of the RAC will approve two of the LTPTF members to serve as the co-chairs.
 - i. The co-chairs will manage the committee and its meetings.
- b. The co-chairs will each hold office for a staggered term of two years, or until a successor has been duly appointed. The co-chairs may serve multiple terms.
- c. WECC staff will partner with the co-chairs to manage the committee and its meetings, plan the agenda, and coordinate efforts with the other technical committees to ensure alignment with WECC staff work plans and priorities.
- d. WECC staff will prepare minutes of LTPTF meetings for the committee's approval.
- e. The chair [co-chairs] may appoint a steering committee that will assist with meeting agendas and action recommendations. The steering committee will include the vice chair, WECC liaison, subgroup chairs, and may include other members.

3. Meetings

- a. The LTPTF will meet as often as required to carry out its responsibilities.
 - i. Meetings will be held according to the WECC Meeting Policy.
 - ii. LTPTF meetings may be in-person, virtual, a combination of the two (hybrid), or by conference call, as determined by the co-chairs.
 - iii. Meetings will be open to the public except as otherwise approved according to Board policy.
 - iv. A quorum for meetings will be committee members representing a majority of WECC Member organizations with committee members on the committee.
- b. The LTPTF will strive to make all decisions by consensus. If consensus is not possible, action taken by the LTPTF will require a majority vote of the members present.
 - i. Voting may be by any means the co-chairs determines appropriate.
 - ii. Voting must take place in a noticed meeting.
 - iii. LTPTF members may not vote by proxy or absentee ballot.
 - iv. Each WECC Member organization may only have one vote.



- v. Members who vote in the minority regarding an approval item should provide an explanation for their vote. This explanation or a summary will be included in the minutes.
- c. WECC will give notice to each member of the LTPTF of the time and place of all meetings and will post notice of all meetings on the WECC website. Notice will be given no less than:
 - 30 calendar days before in-person and hybrid meetings.
 - 10 calendar days before virtual meetings and conference calls.
- d. An agenda and the items for which action may be taken, will be posted no less than:
 - 10 calendar days before in-person and hybrid meetings.
 - Three calendar days before virtual meetings and conference calls.
- e. Any person who wants notice of LTPTF meetings may notify the WECC liaison. WECC will then email the notice of future meetings to that person when the committee members receive the notice.

Reporting

The LTPTF will report to the RAC on its activities and any recommendations.

Review and Changes to the Charter

The LTPTF will review this charter every three years or as needed. The LTPTF will then make a recommendation to the RAC for approval.

	Committee	Date
Approved	RAC	October 25, 2023
Endorsed	JGC	Month Day, Year
Reviewed	<<abbreviation>>	Month Day, Year

