

**NORTHERNGRID**

**COST ALLOCATION TASK FORCE**

**CHARTER**

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# **COST ALLOCATION TASK FORCE CHARTER**

**OF**

**NORTHERNGRID**

(An Unincorporated Association)

This document sets forth the charter of the NorthernGrid Cost Allocation Task Force (“Taskforce”).

## **1 ARTICLE 1. PURPOSE AND LIMITATIONS**

**1.1 Purpose.** The Taskforce is convened by the Enrolled Parties and States Committee. The Taskforce’s function is to carry out the responsibilities assigned to the Taskforce in the Regional Planning section of the Enrolled Parties’ Attachment K of the Open Access Transmission Tariffs (“Attachment K”). Capitalized terms that are not otherwise defined and that are used in this charter have the same meaning as in the Attachment K. The Taskforce shall act in accordance with the Attachment K, this charter, and applicable legal and regulatory requirements.

**1.2 Limitations.** The Taskforce does not have the authority to amend, alter or repeal any Attachment K. Nothing in this charter shall prevent any TF Participant appointed to this Taskforce, as defined in Section 2.1, from acting in accordance with any legal requirement.

**1.3 Confidential Information.** Any confidential information is to be treated in accordance with Attachment K or other applicable confidentiality agreements.

## **2 ARTICLE 2. PARTICIPATION**

**2.1 Taskforce.** The Taskforce is composed of individuals (each, a “TF Participant”) appointed by Enrolled Parties and States to perform the work assigned to the Taskforce. Enrolled Parties are entities that are identified in the list of Enrolled Parties in Attachment K. States are states in which any Enrolled Party provides retail load service.

**2.2 Appointment of TF Participants (TF Participant list).** Each Enrolled Party may appoint one (1) TF Participant to the Taskforce. Each State may appoint one (1) TF Participant to the Taskforce. Each Enrolled Party and each State may appoint a TF Participant or

change its TF Participant at any time; provided, however, a TF Participant must be appointed at least one (1) business day in advance of a meeting for that person to be eligible to participate in decision making at the meeting. Enrolled Parties and States are encouraged to appoint TF Participants with appropriate skillsets. Notices of appointment and contact information for each TF Participant shall be submitted through the NorthernGrid website, [www.northerngrid.net](http://www.northerngrid.net). Each Enrolled Party and State should appoint its TF Participant in the first January of each Planning Cycle to enable the Taskforce to begin work promptly when required.

**2.3 Eligibility to Make Decisions.** Only the TF Participants of Enrolled Parties and States appointed to the Taskforce are eligible to make decisions on matters before the Taskforce.

**2.4 TF Participant Disclaimer.** Actions or positions taken or not taken by a TF Participant appointed by a State through this Taskforce do not constitute a prejudgment of any issue in any proceeding at any time before any agency of that TF Participant's State.

**2.5 No Compensation from NorthernGrid.** TF Participants shall not receive compensation or reimbursement of expenses from NorthernGrid; rather, a TF Participant may be compensated or reimbursed by his or her appointing Enrolled Party or State.

### **3 ARTICLE 3.** **MEETINGS**

**3.1 Meetings; Notice.** Meetings held by the Taskforce are open to stakeholder participation; provided, however, that attendance may be restricted at a meeting to the extent necessary to address non-public information, critical energy infrastructure information, or other legal or regulatory requirements. Stakeholders may provide comments during the meetings or within seven days of the meeting. The Taskforce shall convene at such times and locations as the Taskforce shall from time-to-time establish. Notice of meetings shall be emailed by the chair to all TF Participants at least seven days before the meeting. Notice of meetings shall also be posted on NorthernGrid's website stating dates, times, and locations at least seven days before the meeting.

**3.2 Procedure.** The chair shall establish the agenda for all meetings.

**3.3 Quorum.** To make a decision, a quorum of 75% of the TF Participants appointed to the Taskforce by the Enrolled Parties (see Section 2.2) must be present at the meeting at which a decision is to be made.

**3.4 Decision Making.** Except as set forth in Section 4.1, a Taskforce decision is valid if 75% of the TF Participants present at the meeting approve.

**3.5 Remote Participation.** TF Participants may participate in Taskforce meetings by means of communications equipment where all persons may participate and be heard. Participation by such means constitutes presence at the meeting.

**4    ARTICLE 4.**  
**CHAIR**

**4.1     Election of Chair.** The Taskforce shall be managed by a chair. At the first meeting of the Taskforce convened by the Enrolled Parties and States Committee in a Planning Cycle or following a resignation, the TF Participants shall elect a chair from the TF Participants appointed by an Enrolled Party. This decision shall be by majority vote of the TF Participants that are present at the meeting in which the decision is made.

**4.2     Resignation.** The chair may resign at any time by giving written notice to the Taskforce. Any resignation shall take effect on the date and time specified by that notice. The acceptance of the resignation is not necessary to make it effective. The resignation of a position as chair does not itself remove that TF Participant from the Taskforce.

**5    ARTICLE 5.**  
**MISCELLANEOUS**

**5.1     Amendments.** This charter may be amended in whole or in part by the Enrolled Parties. Periodically, the Taskforce should review this charter and may propose changes to this charter to the Enrolled Parties. All amendments to this charter shall be set forth in writing and effective upon approval by the Enrolled Parties or such other date as may be set by the Federal Energy Regulatory Commission.