

DRAFT FOR DISCUSSION PURPOSES

PROCEDURAL RULES OF THE VERMONT SYSTEM PLANNING COMMITTEE

PREAMBLE

The Rules set forth herein shall govern the operations of the Vermont System Planning Committee (“VSPC”), a voluntary association established in accordance with the Order of the Vermont Public Service Board entered in Docket 7081 on June 21, 2007, and referred to herein as “the Docket 7081 Order.”

It is the intention of these Rules to facilitate implementation of the goals of the Docket 7081 Order, including but not limited to the goals of full and timely consideration of nontransmission alternatives in electric system planning, and meaningful public input into that planning.

SECTION I

Meetings

- A. Frequency of meetings.** Meetings of the VSPC shall be held not less than quarterly.
- B. Location of meetings.** Meetings of the VSPC may be held at any location within the State of Vermont, subject to the notice requirements of these rules. In determining the location of meetings, due consideration shall be given to providing opportunities for various regions of the state to host meetings, and to the degree to which meeting location will facilitate opportunity for public participation.
- C. Notice of meetings.** Notice of the time, place and agenda for VSPC meetings shall be published on the VSPC website. Links to the VSPC website shall be maintained on the websites of the Vermont Public Service Board (“PSB”), the Vermont Department of Public Service, Central Vermont Public Service Corporation, Green Mountain Power Corporation, Burlington Electric Department and the Vermont Public Power Supply Authority. Publication on these websites shall occur not less than twenty days prior to each meeting.
- D. Notice of intended votes.** Notices of any VSPC meeting shall also include indication of issues that are to be the subjects of votes at that meeting.
- E. Participation by telephone.** Both voting and nonvoting Members of the VSPC may participate in VSPC meetings by telephone, and the VSPC shall provide a call in number and sufficient telephone equipment to facilitate telephonic participation. Participation by phone shall be considered as participation in person with respect to all VSPC matters.

F. Additional meetings. Should the VSPC determine that it wishes to hold meetings beyond quarterly intervals, either generally or on a specific occasion, notice of such meetings shall comply with the requirements of Section 1.C above.

G. Emergency meetings. These Rules intentionally make no provision for emergency meetings, given the potential of such meetings to compromise both Member and public involvement. Should it be subsequently determined that a provision for emergency meetings is desirable, these Rules may be amended accordingly in accordance with the procedures for amendment.

H. Chair. The VSPC may, at such intervals as it sees fit, elect from its voting members an individual to chair VSPC meetings.

I. Use of Robert's Rules of Order. Robert's Rules of Order shall be used in the conduct of VSPC meetings.

SECTION II

Members

A. Composition of voting membership; voting sectors. The voting membership of the VSPC shall consist of:

1. one representative from each Vermont electric utility; provided, however, that each electric utility may designate an alternate who may act fully in the absence of the designated representative. The designation of the representative or the alternate may be changed in the sole discretion of the utility at any time or at any intervals; provided, however, that notice of any redesignation must be provided to the VSPC secretary by letter, facsimile or electronic mail not less than 48 hours before the start of any VSPC meeting for which the change is intended to be effective.

2. three members of the public, appointed for five year terms by the PSB in such manner as it sees fit. One public representative shall be appointed to articulate the interests of residential customers, one to articulate the interests of commercial and industrial customers, and the third to articulate the interests of environmental protection. The PSB may also appoint an alternate representative for each of the public members, and the alternate shall have full authority to act in the absence of the representative.

3. voting shall be by Sectors as established by the Docket 7081 Order.

B. Composition of nonvoting membership. The nonvoting membership of the VSPC shall consist of:

1. a representative of each entity appointed by the PSB under 30 V.S.A. § 209(d) to deliver system wide programs, unless such an entity is also an electric utility holding voting membership in the VSPC.

2. a representative of the entity appointed by the Board to serve as SPEED facilitator under 30 V.S.A. § 8005(b).

3. a representative of the DPS.

SECTION III

Subcommittees

A. Appointment of subcommittees. The VSPC may appoint such subcommittees as it deems fit to carry out its purposes.

B. Composition of subcommittees. Any subcommittee appointed by the VSPC shall have at least one of the public representative voting members as part of that subcommittee, unless the public representative voting members unanimously agree otherwise.

SECTION IV

Confidential information protocols

A. Protocol. Matters involving confidential information or alleged confidential information shall be addressed in accordance with the protocol attached to these Rules.

B. Amendment of protocol. The protocol of the VSPC regarding confidential information may be amended in the same manner as these Rules.

SECTION V

Appointment and duties of secretary and alternate secretary

A. Appointment of secretary and alternate secretary. The VSPC shall appoint a secretary and an alternate secretary to carry out the duties set forth in this section.

B. Duties of secretary. The secretary shall record all votes and proceedings of the meetings of the VSPC and shall sign the minutes of said meetings.

C. Record of members and alternates. The secretary shall keep a record of the voting and nonvoting members and alternates of the VSPC.

D. Filing. The secretary shall file with the Vermont Public Service Board and the Vermont Department of Public Service or any other person any reports required to be filed under the Docket 7081 Order.

E. Notices. The secretary shall send out all required notices of meetings of the VSPC.

F. Alternate. The alternate secretary shall carry out the duties of the secretary in the absence of the secretary.

SECTION VI

Amendments

A. Notice of proposed amendment. Notice of any proposed amendment to these Rules, along with the text of the proposed amendment, shall be posted on each website at which VSPC meeting notices are posted, not less than sixty days prior to the meeting at which a vote on the amendment is proposed to be taken.

B. Requirements for approval of amendment. Amendment of these Rules shall require approval of four of the five sectors identified in the VSPC Vote Tally Sheet approved by the Vermont Public Service Board in the Docket 7081 Order.

