



CPCNH

RISK MANAGEMENT COMMITTEE – MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **NHMA, 25 Triangle Park Dr., Concord, New Hampshire**
Meeting Date: **Friday, December 10, 2021**
Meeting Time: **9:00 AM**

1. Welcome and Attendance

Matt Miller opened the meeting at 9:09 am.

Roll call:

Present: Matt Miller (RMC Chair), Clifton Below (CPCNH Vice Chair), Andrea Hodson (CPCNH Treasurer), Jackson Kaspari (RMC Clerk), Kim Quirk, Nick Devonshire (virtual), April Salas (CPCNH Chair) (virtual)

Excused Absent: Peter Kulbacki

Others Present: Samuel Golding, Henry Herndon

2. Approval of the Prior Meeting Minutes

K. Quirk motioned to approve. A. Hodson seconded. Vote: U/A

3. Review and Finalize RFI Document

M. Miller: Goal is to release the RFI document before Christmas. Andrea agreed to do the final formatting of the document. Also need legal services to review before posting.

A. Salas: Will this be ready for the next full board meeting?

M. Miller: Yes, this is an action that has to be done and is built into the plan.

A. Salas: Hopefully the RMC will feel comfortable with presenting this.

A. Hodson: No word changes?

M. Miller: Not during this meeting.

C. Below: Vendors are generally interested in the story of how this came to be. We should let them know that we have had substantial influence on regulatory bodies. Should help vendors to feel excited about CPCNH.

A. Hodson: Thought inclusion of the names is appropriate.

C. Below: Same list that we have now but it's possible more will add in.

S. Golding: One option would be to provide links to the bios we have on the website and could also link to the public advocacy page.

A. Hodson: Would those go as part of the attachments?

S. Golding: Yes, that makes sense.

A. Salas: Statements Clifton added are strong.

A. Hodson: There is not enough emphasis on pricing within the document.

M. Miller: Later section dives into more detail on this topic.

A. Hodson: We should trim down the introduction.



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A. Hodson: Listing members are not necessary.

A. Salas: Price stability and introducing more choices into the market should be more prominent than some of the other items currently present.

M. Miller: Listing the communities involved seems appropriate.

S. Golding: Detailed goals and objectives follow later but the intro was meant to be high level. It's important that when vendors read this the Board is portrayed as having realistic expectations and the Board should convey an understanding for power markets.

A. Salas: Need to divide the facts from the aspirations.

M. Miller: First section doesn't have an issue with this.

C. Below: In the first paragraph, add a statement that it's designed to be represented as a government instrumentality.

N. Devonshire: Have we explained the nature of opt-in, opt-out or the various options present?

M. Miller: Somewhere we have to put in a description of the enrollment options.

M. Miller: Goals section has been significantly modified from the original presented version. First three key goals, how do people feel?

S. Golding: Restructuring here would be good, move rate savings up as the first bullet point.

A. Hodson: Being able to beat or meet the default is the primary goal.

A. Salas: May want to pull from the approved document.

C. Below: JPA itself has this within it.

Discussion ensued on this.

M. Miller read aloud the next section and provided some context for the reasoning.

C. Below: Good to reference EAPs that have been approved so that the vendors have more context for this.

M. Miller: Wants to make sure that we don't ever lose sight of the external communities that we need to engage with.

A. Hodson: Some copy editing of these needs to be done. All of this detail may not be required at this level.

M. Miller: Is this ready for the wordsmithing stage?

A. Hodson and A. Salas agreed that the content is good.

S. Golding: Inserted some text for consideration. Purpose statement from JPA is high level and may fit well here. Near term objectives are then laid out. Language below comes from the template EAP.

M. Miller: Wants clarification on where this text should go.

S. Golding: The text added could serve as the entire goals and objectives section. Also focuses vendors on the more immediate goals. In the text above we are identifying functionality and characteristics that are inherent to the scope of work.

C. Below: Paragraph added may not be needed in this section as it appears later on in the document



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S. Golding: Merged the appendix material.

M. Miller: So, the plan is to direct them to the draft Business Plan that was prepared?

S. Golding: Appropriate to put together a two-page cover letter that goes along with this document. April as Chair can sign the letter. This cover letter should convey that this document is guideposts.

A. Salas: Is it worth discussing the risks of putting out a draft of the Business Plan?

S. Golding: Would need to convey that it's a third-party consulting work product.

M. Miller: We have a set timeline; do we need to change the timeline?

S. Golding: April if you have a draft Monday morning does that provide enough time to review?

C. Below: This would provide time to make sure it was included in the full board packet.

A. Salas: Would be aiming for Tuesday. Materials are set overall.

M. Miller: Having the board review the cover letter is a critical path step. How would we submit a document for legal review?

A. Salas: Should be able to sign with DWGP soon and first actions would involve review of this. Goal would be to send this to them early next week. They were informed that this is a priority.

A. Hodson: The load values need to be represented more accurately.

N. Devonshire: Rounding the numbers makes more sense. Adding stars is important here so they know if it's estimated or coming from a data source. They should also know the mix between commercial, industrial and residential. Providing them this information will likely make prospective vendors more interested.

A. Hodson: Should there be two columns included?

S. Golding: Market analysis of the Business Plan contains a breakdown for these numbers. We should direct vendors to that document section. Service providers will understand, load breakdown is of less interest.

N. Devonshire: Need a star system for these values to make sure it's clear which are coming from empirical data and which are estimations.

M. Miller: Clarifying what they are is the most important here.

S. Golding: Going to make a standardized table to send around for review. Add a sentence or two to explain the table. No need to dive into any great depth.

A. Salas: How do we capture delta between total load and load on competitive supply?

N. Devonshire: CPCNH expansion is more important than the delta values.

Discussion took place about the topic of meters.

S. Golding and H. Herndon will take the lead on revising the table.



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M. Miller and K. Quirk will revise the timeline table and are going to add in TBD or ranges to not bind CPCNH to a set timeline too far out.

A. Hodson: We need to add a question about the leadership profile. Aren't we outsourcing cost sharing agreements to legal? Or are we referring to a different cost sharing agreement?

S. Golding: These will be updated over time as the services evolve.

M. Miller: It's okay that this document is a bit overly broad. Will need to provide further clarification for the RFP document.

S. Golding: CPCNH will own the data.

A. Salas: Need to work out with vendors on who owns the customer information. We will need to ask questions about operating in the State of New Hampshire.

S. Golding: If legal services are executed in the coming days then in the RFI we can openly state who the entity is and highlight NH representation.

A. Hodson: Do we ask for overhead?

S. Golding: No, not typically asking for profit margins.

A. Hodson: Does distinguish potential vendors.

Legal will review the disclaimer section.

S. Golding: We could offer to maintain a public vendor list. May enable more partnerships to be formed. Part of their RFI response could be, do you want to be listed on this webpage.

H. Herndon: We can develop a spot on the official webpage for this.

M. Miller: Last topic is the structure of the appendices. Need to make sure that there is good document security. Also want to make sure that submitted RFIs and RFPs are kept confidential.

Tabled topic discussion about the communication protocols.

4. **Adjourn:**

A. Hodson moved to adjourn. K. Quirk seconded. **Vote: U/A**

Meeting adjourned at 10:40 am