

# Stakeholder Advisory Group

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## *Policies and Procedures*

The Stakeholder Advisory Group (SAG) is an advisory body comprised of representatives of Alaska's rural electric utility industry and related professionals. The purpose of the SAG is to provide comments, feedback, review, and recommendations to the High Voltage Direct Current (HVDC) project, awarded by the Denali Commission (Commission), managed by the Alaska Center for Energy and Power (ACEP), and contracted to Polarconsult Alaska, Inc. (PCA).

### **Formation**

To maintain independence of the SAG, ACEP shall identify members for participation, with consideration of recommendations from PCA and the Commission. A final candidate list shall be sent out for comment to PCA, and forwarded for approval to the Commission by April 10<sup>th</sup>, 2010.

### **Scheduled Meetings**

Per the scope of work under Contract #10-0055, the SAG will formally convene three times over the course of the HVDC project. Per the scope of work and budget, the cost of convening these meetings will be the responsibility of PCA. Funding for Member travel and participation costs is not available. The meetings will be convened in a manner conducive to remote participation of Members. The anticipated meeting dates are:

April 28<sup>th</sup>, 2010, December 1<sup>st</sup>, 2010, July 15<sup>th</sup>, 2011

The agenda for these meetings shall be set by ACEP, with input from PCA and the Commission, with final approval by the Commission. ACEP reserves the right to convene extra meetings as necessary, with input from PCA and the Commission, and final approval from the Commission, as budget and scope of the project allow.

### **Organization**

The SAG shall consist of the Chair (the Commission) and Members. To maintain equity on the SAG, individual organizations may hold only one member position. Up to 30 SAG Members will be allowed, the final number determined based on the level of interest. If at any time over the course of the project, one of the Members resigns or is no longer active, ACEP will invite another individual to fill this position, with the approval of the Commission. Members may designate proxies from within their organization to attend meetings.

ACEP encourages organizations and individuals not selected for the SAG to informally participate in this project. Public comment is always welcome and an e-mail list and forum will be made available on the ACEP project website.

### **Communication**

At certain project milestones, or upon recommendation from ACEP, PCA shall solicit comments, feedback, review, and recommendations to the HVDC project. All formal communication between PCA

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and the SAG shall be through the Chair, with inclusion of ACEP. PCA is free to contact the whole SAG formally, or contact individual SAG members informally, as need arises. All informal communication will not represent the advice or recommendations of the SAG. In the interests of promoting maximum feedback from the industry, confidential communications will be accepted where there is a demonstrated need to maintain confidentiality.

**Termination**

The SAG shall be formally terminated upon the end of the award issued from the Commission.