

## **BetterGrids Technical Committee**

The BetterGrids Technical Committee is a committee of BetterGrids Foundation, Inc., reporting to the BetterGrids Policy Committee (the “Policy Committee” herein). The committee members shall be appointed by the Chairman of the Committee and the Chairman of the Committee shall be appointed by the BetterGrids Policy Committee.

The purpose of the Technical Committee is to provide strategic planning support and policy oversight to ensure focus and direction of the technical portion of BetterGrids programs and services.

The Committee shall meet in person, virtually via conference call or via other electronic means as necessary and appropriate at the call of the Chairman of the Committee. The Secretary shall maintain minutes of all meetings. A majority of the Committee members shall constitute a quorum when voting on and formally approving a decision item. A majority vote of the quorum shall be needed to take action on any decision item.

The Chairman of the Technical Committee may create Technical Subcommittees focused on specific services or group of services and name the Chairman of the Subcommittee. A member of a Technical Subcommittee is anyone who has been actively participating in the subcommittee activities for the past six months and is approved by the Subcommittee Chairman.

### **Scope of Work:**

The Technical Committee is overall responsible for the following items:

- Provide technical support for the BetterGrids.org website;
- Provide technical support for the BetterGrids Repository;
- Review and ensure accuracy of all grid models hosted in the repository;
- Providing the technical means to assist in ensuring that the Repository does not host any proprietary, protected, security sensitive information, and/or any Critical Energy Infrastructure Information (CEII) as defined by FERC;
- Maintain the Committee's electronic resource repository, where members of the community can contribute source code, algorithms and relevant material;
- Encourage and coordinate volunteer efforts to support the software, curate the models and provide value added services;
- Interface with other BetterGrids committees to address specific technical needs of the organization;
- Host educational grid model technical programs, videos and written material;
- Produce BetterGrids branded white papers, presentations, datasheets, and other technical materials;
- Develop best practice guidelines;
- Work with other technical committees to mutually promote related work; and
- Stage technical demonstrations at industry conferences.

## **Committee Charter:**

Acting with the BetterGrids Policy Committee, the BetterGrids Technical Committee is charged to:

- Provide guidance and consultation to the Policy Committee in setting priorities for technical programs and services;
- Direct the detailed implementation of all software and software related services that directly support the mission of BetterGrids. Specific software components and services required will be determined by the Policy Committee and directed to the Technical Committee by the President. This activity will primarily be performed by the Grid Software Curation Subcommittee under the supervision of the Technical Committee. This Subcommittee will be responsible for the establishment and maintenance of software development policies and support processes. All policies and changes to policies will be formally approved by the Technical Committee;
- Establish processes related to reviewing, updating metadata, and approving/rejecting of grid data submissions to the BetterGrids Repository. This activity will primarily be performed by the Grid Data Curation Subcommittee. The curation processes, roles and approach will be developed by the Grid Data Curation Subcommittee and formally approved by the Technical Committee;
- Establish policies and guidelines for the implementation of value-added services that should be performed by BetterGrids. This activity will primarily be performed by the Value-Added Services Subcommittee. The policies, guidelines and services performed will be formally approved by the Technical Committee; and
- Formally establish or revoke by vote any technical subcommittees on an as-needed basis and at the direction of the BetterGrids Policy Committee.

## **OFFICERS**

The committee has the following three officers:

1. Chairman 2. Vice Chairman, 3. Secretary

The Chairman of the Technical Committee reports directly to the BetterGrids Policy Committee. The Chairman will recommend directions to the Technical Committee for activities that will influence and promote the BetterGrids mission and the committee charter. The Chairman is also responsible for the planning, announcement and conduction of the committee meetings. The Chairman will work with the Secretary and the Vice Chairman to generate a meeting agenda.

The Vice Chairman supports the Chairman in conducting the committee's business and assumes the Chairman's responsibilities in case of his/her absence. The Vice Chairman is responsible for:

- Participation in all the committee meetings;
- Assuming Chairman's responsibilities in absence of the Chairman;
- The Vice Chairman will ensure that the meeting agenda, time, and place are posted at least 1 week prior to the meeting.

The Secretary is responsible to:

- Take minutes and attendance at the committee meetings;
- Keep a record of meetings minutes;
- The Secretary will post the meeting minutes no later than 1 month after the meeting is held;
- Timely dissemination of activity information to the membership through web site or email or both;
- Will participate in all the committee meetings and will support the Chairman as required;
- Action items requiring immediate attention will be posted as soon as time permits. As part of the each conference agenda;
- The Secretary will request for a formal approval of the notes from the committee;
- Before posting the notes, the Secretary will request for verification of the notes with the Chairman and the Vice Chairmen; and
- Ensuring that the minutes include a list of attendees.

### **TECHNICAL COMMITTEE MEETINGS**

Technical Committee meetings will be scheduled at a minimum of twice a year. The committee always encourages users to attend the committee meetings and join the committee membership.

SIGNATURE: \_\_\_\_\_



NAME: \_\_\_\_\_

ALI VOJDANI

TITLE: \_\_\_\_\_

PRESIDENT, BETTERGRIDS

DATE: \_\_\_\_\_

FEBRUARY 9, 2017