

OPERATING GUIDELINES WESTERN ENERGY MARKETS REGIONAL ISSUES FORUM

Revised November 19, 2024

The Western Energy Markets¹ (WEM) Regional Issues Forum (RIF) was formed in response to interests raised by various stakeholders in the Western Interconnection to have a forum to express potential concerns and to raise issues with the WEM Governing Body. The formation of the RIF was recommended in the Governance Proposal made by the WEIM Transitional Committee to the California Independent System Operator Corp. (ISO) Board of Governors and adopted by the Board of Governors on September 17, 2015 (Governance Proposal), and subsequently included in the Charter for Energy Imbalance Market Governance, adopted December 18, 2015 (Charter).² While the Charter has evolved over time, significant changes to the RIF were recommended by the Governance Review Committee in 2021 and in 2023. These changes were approved jointly by the Board of Governors and the WEM Governing Body on May 6, 2021, and February 1, 2023, respectively. The membership of the RIF consists of WEM stakeholders, organized into the sectors described below. The RIF has been formed by the identified sectors and is not a committee or sub-committee of or established by the ISO Board of Governors or the WEM Governing Body. Members of the RIF are not restricted in taking any position before the Federal Energy Regulatory Commission (FERC) or any other forum concerning matters related to the WEIM, the EDAM, or the ISO.

Purpose and Responsibilities

The purpose of the RIF is to provide a forum for stakeholders to learn about the WEIM, the EDAM, the WEM Governing Body, and related ISO and Western market developments that may be relevant to the RIF and its members and to provide a forum for addressing issues of WEIM or EDAM operations. However, it is not the intent that the RIF displace the ISO's existing stakeholder process. If the RIF elects to address a topic

¹ On July 17, 2024, the Western Energy Imbalance Market (WEIM) Governing Body and the California Independent System Operator Corp. Board of Governors approved a change in the name of the WEIM Governing Body to the Western Energy Markets Governing Body. As stated in section 2.1 of the Charter for WEIM and EDAM Governance, the term "Western Energy Markets" refers to "both the Western Energy Imbalance Market ("WEIM") and the Extended Day Ahead Market ("EDAM")." Throughout these Operating Guidelines, each market may be referred to individually as the "WEIM" or the "EDAM," as applicable, or the markets may be referred to jointly as the "WEM."

² See Charter for WEIM and EDAM Governance (Revised July 17, 2024), *available at* <https://www.westerneim.com/Documents/Charter-for-WEIM-and-EDAM-Governance.pdf>.

that is part of an ongoing ISO stakeholder process, stakeholders are strongly encouraged to participate in both forums.

The RIF shall:

1. Hold periodic meetings to provide information to stakeholders about the WEIM, EDAM, and ISO markets and provide a forum for discussion.
2. Seek input from the sectors on issues and concerns that they believe the RIF should discuss.
3. Establish a process for determining which issues to discuss and/or potentially advance to the WEM Governing Body and the ISO for consideration in establishing a stakeholder process, including to implement procedures for an annual “Roundtable” discussion of discretionary stakeholder initiatives and priorities for the purpose of informing the ISO’s development of its Policy Initiatives Roadmap.
4. Assign sub-teams made up of the sectors’ subject matter experts to evaluate specific WEIM and EDAM issues and report back to the RIF and stakeholders with any recommendations for solutions.
5. Communicate to the sectors on the status of issues being addressed by the RIF.
6. Establish a process through which the RIF, through the appointed sector liaisons to the RIF, may express a common position or the positions of the sectors on establishing ISO stakeholder processes or views and opinions on WEIM and EDAM issues and on topics relating to Western markets to the WEM Governing Body. The RIF may produce documents or opinions for the benefit of the WEM Governing Body or the ISO.
7. Through the Chair (or designee), (i) coordinate with the WEM Governing Body liaison to the RIF; and (ii) attend meetings of the WEM Governing Body as requested to communicate the results of RIF meetings, summarize any documents or opinions issued on behalf of the RIF, and provide a general update regarding RIF activities.
8. Establish its own procedures and methods of operation, as reflected in these Guidelines.

Composition and Governance

1. Membership

- a. Membership in the RIF will consist of WEM stakeholders, organized into sectors. Membership in the RIF is determined at the organizational level, not at the individual employee or representative level. RIF members may designate employees or representatives of their organizations as contacts for purposes of RIF-related activities and communications. Contact lists for RIF members will be maintained on the WEM website.
- b. The RIF shall be facilitated by two Liaisons from each of the following sectors:
 - i. EIM Entities (as defined in the Tariff);
 - ii. ISO Participating Transmission Owners (as defined in the Tariff);
 - iii. Consumer-owned utilities located within a WEIM and/or EDAM balancing authority area that are not included in another sector;
 - iv. Public interest groups and consumer advocate groups that are actively involved in energy issues within the WEIM and/or EDAM footprint. This sector will include one Liaison from organizations that represent end-use customers and one Liaison from organizations that represent other public interests; and
 - v. Independent power producers and marketers that engage in transactions within the WEIM and/or EDAM footprint.
- c. The following sectors may select one liaison:
 - i. The federal power marketing administrations; and
 - ii. EDAM Entities (as defined in the Tariff).

Any entity that falls into more than one sector must choose only one sector in which to participate. Liaisons may include representatives of trade associations or other forms of representation deemed appropriate by their sector.

2. Selection Process

- a. Each sector shall select the specified number of Liaisons to facilitate sector input and organize the RIF.
- b. Each Liaison to the RIF shall serve until a successor is identified.
- c. If a vacancy occurs at any time, the ISO will facilitate a sector process to identify a new Liaison.

- i. The Liaison will make all reasonable attempts to provide the ISO and their sector with at least 60 days' notice of intent to resign.
- ii. Upon receipt of the Liaison's intent to resign, the ISO will issue a Stakeholder Notice (1) establishing a time and date for a sector call not sooner than 21 days from the notice; and (2) requesting that interested candidates submit a Statement of Interest to the ISO within 20 days.
- iii. The ISO will publish all statements of interest on the RIF webpage prior to the sector meeting.
- iv. The sector meeting will be facilitated by the remaining and/or resigning Liaison(s). If unavailable, the RIF Chair or Vice Chair may facilitate.
- v. If there is only one candidate for the sector liaison position, that candidate will be appointed as the sector liaison if the members of the sector, as defined in the RIF Operating Guidelines, that participate in the sector meeting concur in such appointment.
- vi. If there are more interested candidates than available Liaison positions, a vote by secret ballot will be conducted and administered by the ISO, with the prevailing candidate being determined by a simple majority of votes. Only members of the sector, as defined in the RIF Operating Guidelines, are eligible to vote. With respect to the Public Interest Groups and Consumer Advocates sector, all members of the sector are eligible to vote for both the Public Interest Group and the Consumer Advocate Liaison.
- vii. The elected Liaison's term will begin immediately following the conclusion of the Sector vote.

3. Removal

- a. A sector Liaison may be removed immediately when a petition, signed by a simple majority of the entities that are members of the sector, is submitted to and received by the Chair, Vice-Chair, and Secretary of the RIF.

4. Leadership

- a. Liaisons shall select one Liaison to serve as the Chair and one Liaison to serve as the Vice-Chair, each for a term of one year. For purposes of continuity, it is the intent for the Vice-Chair to move into the Chair position for the next one-year term.
- b. The Chair of the RIF (or a delegate of the Chair) shall plan and manage its meetings and coordinate and circulate agendas.

- c. Liaisons shall select one Liaison to serve as the Secretary for the RIF to ensure that meeting summaries and other materials are compiled and posted to the WEM and/or ISO website for public availability.

5. Meetings of the RIF

- a. Meetings of the RIF are meetings organized and convened by the Liaisons for the purposes of carrying out the functions of the RIF as outlined in the Charter and in these Guidelines. RIF meetings will be public, consistent with the requirements of the Charter.
- b. The Liaisons shall determine the time and place of RIF meetings, recognizing the requirement of the WEM Charter that it hold at least three forums annually. Meetings may occur more frequently if issues warrant or if requested by stakeholders, the WEM Governing Body, or the WEM Body of State Regulators.
- c. The Liaisons shall determine the procedures for RIF meetings, except:
 - i. Liaisons are expected to participate in all RIF meetings. A quorum for RIF meetings shall be at least one Liaison from each sector.³
 - ii. Meetings of the RIF may be in-person (with a web conferencing option) or by web conferencing as determined by the Chair.
 - iii. The RIF will endeavor to schedule in-person meetings in locations that will encourage attendance from stakeholders from multiple states. Further, when possible, RIF meetings should align with WEM Governing Body meetings. If the meetings do not align, consideration should be given to aligning with other regional meetings to reduce travel time and costs.
- d. Meeting Notice
 - i. The Liaisons shall provide notice to interested persons by posting the RIF meeting notice and agenda on the WEM and/or ISO website.
 - ii. The Liaisons shall provide 21 days' notice prior to the RIF meeting for in-person meetings, and 14 business days prior to the RIF meeting for web conferences; however, these notice requirements may be waived by unanimous consent of the Liaisons when the matter(s) to be considered require immediate attention.
 - iii. The Liaisons shall endeavor to have a written agenda posted no later than 14 days prior to any in-person RIF meeting.

³ In the event neither Liaison from a sector is available for a meeting, that sector's Liaison(s) may inform the Chair and designate a Proxy representative for the sector for the purpose of achieving a quorum.

RIF Liaison Organizational Meetings

Liaisons may convene non-public meetings for organizational purposes to carry out the responsibilities set forth in the WEM Charter and in these Guidelines. Liaisons are expected to attend organizational meetings on a best-efforts basis and to communicate relevant information related to the conduct of RIF organizational activities to members of their respective sectors as appropriate. Liaison organizational meetings will be noticed to all Liaisons.

Actions Taken by the RIF and Issuance of Documents and Opinions

Actions taken by the RIF and the Liaisons shall normally be by consensus (*i.e.*, all members can “live with the decision”). With respect to any actions taken and documents or opinions that are developed, where there is not a consensus, then majority and minority positions may be documented and communicated to the WEM Governing Body.

When preparing documents and opinions of the RIF, the RIF Liaisons will collectively develop such documents and opinions in organizational meetings and may communicate with their respective sectors regarding the positions set forth in such documents. A document or opinion issued by the RIF is intended to reflect a common position of the RIF or coordinated positions of the sectors on WEM issues and on topics relating to Western markets. While documents and opinions may discuss and reference the positions of the sectors or of RIF members, such documents and opinions are not intended to comprehensively represent or to supersede or supplant any positions of individual stakeholders on the topics addressed. RIF documents and opinions will be issued by the Liaisons on behalf of the RIF.

Review and Changes to the Operating Guidelines

The RIF Liaisons shall review and make any changes to these Operating Guidelines as needed upon consensus of the Liaisons.

REFERENCE LINKS:

Western Energy Markets: <https://www.westerneim.com/pages/default.aspx>

Charter for WEIM and EDAM Governance:

<https://www.westerneim.com/Documents/Charter-for-WEIM-and-EDAM-Governance.pdf>

Western EIM Governance Review – Phase 3 (EDAM):

<https://www.westerneim.com/Documents/EDAM-Governance-Final-Proposal-WEIM-Governance-Review-Committee-Phase-3.pdf>