

# NH PUC Grid Modernization: Working Group-DRAFT Groundrules

April 29, 2016

Facilitator/Mediator:

Dr. Jonathan Raab, Raab Associates, Ltd

# Participation

- Each representative in the Working Group can designate an alternate (drawn either from their own organization or from another related organization).
- Only the representative or alternate (in the case of the representative's absence or delegation), will have a seat at the table and participate in any formal deliberations (negotiation and recommendation decisions).
- NH PUC Staff (as ex officio councilors) can participate in all discussions but will refrain from participating in any deliberations.
- Other attendees who are not seated at the the table (alternates and councilors of the public) may also be given a chance to express their opinions and make suggestions at appropriate junctures, as time allows and as determined by the Facilitator/Mediator.

# Roles & Responsibilities: Members

- Working Group representatives and alternates will make every attempt to attend all applicable meetings, to be on-time, and to review all documents disseminated prior to the meeting.
- If a representative or his\her alternate cannot attend a meeting, the representative should let the Facilitator/Mediator know prior to the meeting (by telephone or e-mail).
- Representatives, alternates, and other participants are charged with participating in a constructive forum where diverse points of view are voiced and examined in a professional and balanced way. Personal attacks will not be permitted.
- All representatives and alternates agree to act in good faith in the discussions and negotiations. ‘Good faith’ means that they will be forthright and communicative about the interests and preferences of their organization and will

# Roles & Responsibilities: Members (continued)

- It is the responsibility of the representatives and alternates to keep their organizations informed of developments in the Working Group process.
- Representatives and alternates may confer with each other during meeting breaks and in between meetings, and are encouraged to do so.
- Representative and alternates are not permitted to quote or otherwise represent other members of the Working Group process to the press or other outside entities (including in blogs), or to speak on behalf of the Working Group unless so designated to do so by the Working Group.
- Representatives and alternates are free to discuss pertinent matters with the Facilitator/Mediator and the PUC Staff's Consultant if and when the need arises.

# Report Recommendations

## Decision-making

- The goal of the process is to make substantive recommendations by unanimous agreement (i.e., consensus) of the Working Group members (organizations) where possible.
- The Working Group's Final Report to the PUC at the end of the process will identify all areas of agreement, and will provide a description of the alternative approaches preferred by members if and where the Group is split on what to recommend.
- Where multiple options are offered, Working Group members supporting alternative approaches will ascribe their organizations' names to their preferred alternative.
- NH PUC staff will not participate directly in decision-making or add their organizational names to the Final Report.

# Roles & Responsibilities:

## Facilitator/Mediator & Consultant

- The Facilitator/Mediator's primary function is to help design and manage productive and well-informed meetings. The Facilitator/Mediator will also be responsible for recording points of agreement and disagreement.
- The Facilitator/Mediator will impartially, and in a non-partisan manner, (not favoring any representative, alternate, or organization over another), facilitate all meetings of the Working Group.
- The Facilitator/Mediator (with assistance from the PUC Staff and its Consultant) will prepare draft agendas and meeting summaries in a timely fashion for distribution to the members.
- The Facilitator/Mediator (with assistance from the PUC Staff and its Consultant) will take the lead in assembling the Final Report to the Commission on the Working Group's behalf, and with their review and sign-off.
- Facilitator/Mediator (and the PUC Staff's Consultant) are free to talk with representative and alternates outside the regularly scheduled meeting as they deem appropriate.

# Documents and Comments

- All documents will be posted on a web site in a timely manner (maintained by the NH PUC) for the duration of the process.
- Parties and members of the public will have an opportunity to comment on the Working Group's recommendations after the Final Report is issued.