

# Oregon Renewable Energy Working Group Charter

February 21, 2006 (original)  
**April 10, 2008 (updated)**

## Purpose

At the request of the Governor a number of state agencies were asked to develop a Renewable Energy Action Plan with input from stakeholders. These agencies - Agriculture, Public Utilities Commission, Economic and Community Development, Energy, Environmental Quality, Forestry and Water Resources - prepared several drafts, which were sent to interested individuals, businesses and organizations and posted on the Oregon Department of Energy Web site. Public comment and stakeholder input was taken and a series of public meetings were held before finalizing the document. The final Renewable Energy Action Plan was released in April of 2005.

The Renewable Energy Action Plan (REAP) contains numerous renewable energy policy goals for the state and also a mandate to “support a Renewable Energy Working Group to be coordinated through the Governor’s Office and the Oregon Department of Energy to guide the implementation of this Plan.” A long list of actions for state agencies is included in the Plan, as well as numerous tasks for the Renewable Energy Working Group.

The Renewable Energy Working Group has been formed through a collaborative process involving the Oregon Department of Energy and the Governor’s Office.

The primary mission of the Renewable Energy Working Group (REWG) is to guide implementation of the Renewable Energy Action Plan. To accomplish this goal the Renewable Energy Working Group will play an advocacy and an advisory role. Group members will work to find and implement solutions – in the legislative arena, in the private sector, and elsewhere – that encourage the growth of renewable energy and accompanying economic development in Oregon.

The Renewable Energy Working Group will be briefed on renewable energy development in Oregon and submit regular status reports on the implementation of the REAP to the Governor’s Office for public dissemination. The REWG will also be considering a list of more than fifty action items identified for its consideration in the REAP. Many of the tasks assigned to the Renewable Energy Working Group can be delegated to technology-specific working groups already in place (such as the wind, biomass and geothermal working groups). However, at least four key areas will need to be addressed by the Renewable Energy Working Group directly:

- Prioritization of the numerous tasks in the REAP, and monitoring of those tasks.
- Discussion of and action taken on crosscutting issues affecting multiple technologies with a focus on issues like transmission constraints, interconnection, and Bonneville Power Administration policies.
- Renewable energy production policy and the potential role of production incentives, a renewable portfolio standard, and/or the public purpose charge to achieve REAP goals.
- Identification, coordination, and packaging of legislative concepts as appropriate.

The Renewable Energy Action Plan is available in PDF format on the Oregon Department of Energy Web site at <http://oregon.gov/ENERGY/RENEW/docs/FinalREAP.pdf>. Requests for hard copy versions of the report can be directed to the Oregon Department of Energy.

## Structure

The Renewable Energy Working Group is comprised of at least 27 general members and four legislators. Two of the general members will serve as co-chairs. The chairs will be responsible for facilitating meetings and for representing the group as a whole to the media. A designated Governor’s Representative will also participate in REWG meetings.

Given the size of the working group, it is anticipated that multiple sub-committees will be established to tackle problems identified by the group and implement issues in more detail. Formation of these sub-committees will be at the discretion of the chairs.

## Membership

**Legislators:** Rep. Jackie Dingfelder, Sen. Ted Ferrioli, Rep. Chuck Burley, and Rep. Ben Cannon

**Governor’s Representative to the REWG:** David Van't Hof, Governor’s Sustainability Advisor

**Global Warming Commission Representative:** Angus Duncan, Chair

**General Members of the REWG:**

<b>Co-Chair</b>	Mike McArthur	Executive Director, Association of Oregon Counties
<b>Co-Chair</b>	Cylvia Hayes	Executive Director, 3EStrategies
Barbara	Byrd	AFL-CIO
Tom	Chester	Oregon Renewable Energy Center
Kyle	Davis	PacifiCorp
Michael	Early	Industrial Customers of Northwest Utilities
Tomas	Endicott	Sequential Biofuels
Bill	Fashing	Oregon Economic Development Association
Katie	Fast	Oregon Farm Bureau
Margie	Gardner	Bonneville Environmental Foundation
Michael	Grainey	Oregon Department of Energy
Robert	Grott	Northwest Environmental Business Council
David	Hackleman	Oregon State University
Bruce	Lavier	Oregon People’s Utility District Association
Jan	Lee	Northwest Hydro Association
Suzanne	Leta Liou	Renewable Northwest Project
Jim	Lobdell	Portland General Electric
Jim	Manion	Warm Springs Power Enterprises (Confederated Tribes of Warm Springs)
Tom	O’Connor	Oregon Municipal Electrical Utilities Association
Tim	Raphael	Pacific Ethanol
Joe	Reinhart	Oregon Solar Energy Industry Association
Tucker	Ruberti	PV Powered
Dan	Spatz	Columbia Gorge Community College
Arlo	Corwin	Horizon Wind Energy
Keith	Tymchuk	Mayor, Reedsport
Jim	Walls	Lake County Resources Initiative
Peter	West	Energy Trust of Oregon
Dennis	Wilde	Gerding Edlen
Paul	Woodin	Community Renewable Energy Association

## Members' Responsibilities

Members of the Renewable Energy Working Group (REWG) are expected to work collectively toward the promotion of renewable energy in Oregon and to help guide the implementation of the Oregon Renewable Energy Action Plan. Although each member of the group will bring their own expertise and professional interests, members of the group are expected to think beyond the boundaries of the technologies, sectors, or regions they represent in order to devise ways to increase the use of all renewable energy sources in Oregon.

### Specific Responsibilities

- Attend meetings, and if there is an unavoidable absence, have an informed alternate attend the meeting who will keep the member informed of the proceedings of the group.
- Respect the role of the chairs as facilitators of the group, and recognize that given the size of the REWG the chairs will need to take an active role in moving the agenda forward.
- Recognize the need to consider and potentially synchronize some of the work of the group with other ongoing work groups or task forces.
- Notify staff in advance if there are materials, memorandums, or other documents intended for use at meetings so that distribution of those materials can be done in an organized fashion.
- Speak to the press only about personal or your organization's views, and do not attempt to represent or characterize the views of other members of the group or the REWG as a whole.

## Support

Staff support to the Renewable Energy Working Group will be provided by a number of state agency personnel. The lead staff member to the group will be Robin Straughan, the Renewable Energy Program Coordinator with the Oregon Department of Energy. She can be contacted at (503) 373-1034 or [robin.straughan@state.or.us](mailto:robin.straughan@state.or.us). Jenifer Wetherbee, also from the Oregon Department of Energy, will provide administrative support to the Renewable Energy Working Group. She can be reached at (503) 378-5049 or [jenifer.wetherbee@state.or.us](mailto:jenifer.wetherbee@state.or.us).

Other members of the renewable energy team at the Oregon Department of Energy will also be providing support to the group. These individuals will also serve as liaisons between the technology-specific working groups that are already in place and operating (like the wind working group and the biomass coordinating group) and the main Renewable Energy Working Group. Briefing materials and other relevant information will be compiled for the Renewable Energy Working Group as appropriate by staff.

Designated state agency representation is as follows. Other agencies may also participate.

### REWG State Agencies

Department of Energy  
Department of Forestry  
Department of Agriculture  
Economic and Community Development Department  
Public Utility Commission  
Department of Geology and Mineral Industries  
Department of State Lands  
Department of Environmental Quality

### Agency Liaison(s)

Robin Straughan  
Joe Misek & Darren Mahr  
Stephanie Page  
Glenn Montgomery  
Lisa Schwartz  
Vicki McConnell  
Jeff Kroft  
Gregg Lande

Members of the renewable energy team at the Oregon Department of Energy (in addition to Robin Straughan) that will serve as key contacts for the group include:

### Working Group and Technology Contacts (Oregon Department of Energy)

Rick Wallace	Alternative Transportation Fuels
Mark Kendall	Bioenergy (Biomass Coordinating Group)
Bill Drumheller	Climate Change (Global Warming Commission)
Carel deWinkel	Geothermal Energy (Geothermal Working Group)
Karen Chase	Low-Impact Hydro
Karen Chase	Ocean Energy
Kip Pheil	Renewable Portfolio Standard
Christopher Dymond	Solar Energy
Phil Carver	Transmission Issues
Carel deWinkel	Wind Energy (Wind Working Group)

## **Meeting Schedule**

The Renewable Energy Working Group will meet at the discretion of the chairs, and as determined by the membership of the group in its proceedings. A preliminary meeting schedule will be determined at the first meeting of the group. It is anticipated that the group will meet, in its entirety, no more than once every four to six weeks unless circumstances merit more frequent meetings. For example, as the legislative session nears it is possible that more meetings will be held to finalize any legislative proposals.

Sub-committees of the group will likely meet more often. It is also anticipated that these sub-committees will frequently meet via conference call or means other than face-to-face meetings.

## **Media Relations**

The official spokespeople for the Renewable Energy Working Group are the chairs of the group. Comments made by the chairs to the media will attempt to represent the collective opinion (or diversity of viewpoints) of the group. Any comments by the chairs to the media will not supersede the individual opinions of group members or the organizations that they represent.

The media point of contact for the Renewable Energy Working Group is the Communication Manager of the Oregon Department of Energy, Lou Torres. Any interview requests or similar inquiries should be made through this point of contact. He can be reached at [louis.torres@state.or.us](mailto:louis.torres@state.or.us) or (503) 378-3637. Technical staff affiliated with the group may be assigned to work with the media as necessary to accommodate the needs of the press.

## **Public Involvement**

All meetings of the Renewable Energy Working Group will be open to the public. Advance notice of meetings will be posted on the Oregon Department of Energy Web site and distributed to the media and interested stakeholders.

Any records, transcripts, or other similar documentation of meeting proceedings will be made available to the public via the Department of Energy Web site. These documents are public records. Participants in the Renewable Energy Working Group are reminded that communications during meetings and in response to formal requests facilitated through the Working Group are not confidential. However, the private communications and documents of Working Group members are private and not subject to public disclosure (unless those communications are to state agencies or other entities subject to public disclosure laws). E-mail communications between a quorum of

the REWG members are also subject to the Public Meetings Law if decisions or deliberations toward decisions are made.

Public comments on topics relevant to the proceedings of the Renewable Energy Working Group are welcome. A designated e-mail address has been established to comment on the activities of the Renewable Energy Working Group: [REWG.comment@state.or.us](mailto:REWG.comment@state.or.us).

Any concerns about accessibility issues at meeting venues should be relayed to Jenifer Wetherbee at the Oregon Department of Energy, (503) 378-5049 or [jenifer.wetherbee@state.or.us](mailto:jenifer.wetherbee@state.or.us).