Procedures for the Election of Members to Standing Committee with Limited Voting Membership

Standing Committees and Working Groups in the SGIP all operate consistently with the principles of openness and transparency and all SGIP members may participate in the meetings. However, for efficiency reasons, Standing Committees and Working Groups may operate with only having a limited number of voting members. For groups that choose to operate with a limited number of voting members the following procedures shall apply for the selection of the voting members.

1. Committee Size

The target size for groups with limited voting members shall be 15-30 SGIP members.

2. Voting Member Term Duration

Each voting member shall be elected for a term of two years. The member may stand for re-election and there are no term limits on the number of consecutive terms a member may serve.

Terms shall commence and end in March. Terms of the voting members shall be staggered with 50% of the positions open for election each year. When a committee is first started, 50% of the voting members will, by random draw, serve a three year term.

3. Nomination Committee and Process

Each Standing Committee or Working Group shall have its own nomination committee.

The Nomination Committee shall be composed of five (5) members, one each appointed by the

a. SGIP Plenary Chair
b. GB Chair
c. NIST Coordinator
d. SGIP Administrator
e. Associated Committee Chair

The Nomination Committee shall establish the qualifications and criteria that shall be used in assembling the slate of nominees to be presented for approval by the SGIP membership.

A Nomination Committee member may not be a candidate for election to an open seat on the standing committee in question.

4. Voting Membership Qualifications and Criteria

Each committee shall establish its own selection criteria. The SGIP Plenary Chair will establish the selection criteria to initialize a committee.

The selection criteria shall include:

a. General attributes: those characteristics desired in all candidates to the committee
b. Subject matter qualification: those characteristics that are desired to assure that the group can deliver a high quality work product

c. Diversity of representation: those areas that need representation on the committee, e.g.,
   i. Stakeholder domains
   ii. Experience diversity
   iii. Desire no two members from the same organization

5. Establishment of Candidate Slate Nominations

The SGIP Plenary Chair shall develop a nomination template, reflecting the criteria specified in Article 4 above, to be submitted in support of a candidate nomination.

The SGIP Plenary Chair shall then issue a call for candidates that shall remain open for 20 days. Except on commencement of a new committee, this call for candidates shall be issued in the January timeframe. For new committees the call for candidates of voting members shall be issued within 30 days of formation of the committee.

The Nomination Committee shall develop the candidate slate based on the membership criteria maintained by each standing committee as described above.

The slate shall be formed by considering the characteristics of the members whose terms are not expiring and the desired complement for a balanced committee composition.

As a target, for an established committee, 50% of the members in any year’s slate (~25% of overall committee) shall be new members to the committee.

6. SGIP Member Confirmation

The composite slate developed by the Nomination Committee, along with the selection criteria and candidate qualification information, shall be submitted to the SGIP membership for a confirmation vote.

The vote will be a vote on the total slate as presented and conform to the SGIP Bylaws.

A negative vote on the slate shall be accompanied with a reason for the vote. (This allows the nominating committee to formulate an improved alternate slate in case the ballot fails).

If the ballot fails, the Nomination Committee shall reconvene to address the reasons for the failed ballot and propose a new slate.
SGAC Proposed Nomination Committee Candidate Qualification Requirements

The goal of the Nomination Committee will be to create a slate of candidates that will have the expertise to expeditiously progress the work. A balance across the stakeholder groups dealing with smart grid related products and systems is desired. Though broad participation is encouraged by all, generally the Nomination Committee will strive to have only one voting member on the slate from any individual corporate entity.

- General Requirements
  - Ability, willingness and sponsor support to devote adequate time over two years to actively participate in the work
  - Ability and willingness to act impartially and in the best interest of SGIP and its goals
  - Ability to represent the stakeholder group interest and work toward consensus with other members of the committee
  - Good communications capability

- SGAC Specific Requirements
  - Expertise and skills in one or more of the following:
    - Ability to architect loosely coupled complex systems
    - Ability to work with abstract concepts and architectural principles
    - Familiarity with modern layered architecture designs
    - Knowledge of energy system and/or communication systems architectures
    - Knowledge of software and/or data architectures
    - Knowledge of best practices in architecture documentation styles and tools
SGTCC Proposed Nomination Committee Candidate Qualification Requirements

The goal of the nomination committee will be to create a slate of candidates that will have the expertise to expeditiously progress the work. While it is expected that the Test & Certification category should be well represented, a balance across the stakeholder groups dealing with smart grid related products and systems is desired. Though broad participation is encouraged by all, generally the Nomination Committee will strive to have only one voting member on the slate from any individual corporate entity.

- **General Requirements**
  - Ability, willingness and sponsor support to devote adequate time over two years to actively participate in the work
  - Ability and willingness to act impartially and in the best interest of SGIP and its goals
  - Ability to represent the stakeholder group interest and work toward consensus with other members of the committee
  - Good communications capability

- **SGTCC Specific Requirements**
  - Expertise and skills in one or more of the following:
    - Practical software and/or hardware testing experience
    - Knowledge or acquaintance with the design of test methods and/or test script languages
    - Knowledge of best practices of testing laboratories
    - Knowledge of software and/or hardware test tools
    - System analysis capabilities in fault analysis of complex systems
    - Background in Quality Assurance
    - Familiarity with methods and practices for certification
SGIMC Nomination Committee Candidate Qualification Requirements

The goal of the nomination committee shall be to create a slate of candidates that shall have the expertise and diverse smart grid systems and implementation experience to expeditiously progress the work of the committee. A balance across the stakeholder groups dealing with smart grid related products and systems is desired. The Committee shall include representation and meaningful participation from the utility and regulatory communities. Though broad participation is encouraged by all, generally the Nomination Committee will strive to have only one voting member on the slate from any individual corporate entity.

- **General Requirements**
  - Ability, willingness and sponsor support to devote adequate time over two years to actively participate in the work
  - Ability and willingness to act impartially and in the best interest of SGIP and its goals
  - Ability to work toward consensus with other members of the committee
  - Past or present experience in working with and work methods of SDOs or with the application or implementation of standards
  - Good communications capability

- **Implementation Methods Committee Specific Requirements**
  - Expertise and skills in one or more of the following:
    - Knowledge of current and legacy energy systems and grid technologies
    - Knowledge of the (federal and regional) regulatory, legal and policy environment in which the smart grid operates
    - Knowledge of grid operating practices
    - Familiarity with smart grid technologies and smart grid evolution
    - Ability to analyze the impact of new standardized technologies and practices on legacy systems and current operating practices and procedures
    - Systems integration issues
    - Commitment to an approach that solves technology and process integration challenges
    - Familiarity with NERC standards is desirable
    - Technology transfer and change management
    - Workforce development and training
    - Knowledge management and communities of practice

Note: A single individual is not expected to have expertise in all these areas, but the nominating committee will attempt to balance the membership so the committee as a whole has the required expertise.