

# **NYISO Business Issues Committee Meeting**

August 24, 2000

The Desmond  
660 Albany Shaker Road  
Albany, NY

## **MINUTES OF THE MEETING**

### **I Welcome & Introduction**

Mr. James Scheiderich, Chairman of the Business Issues Committee (BIC), called the meeting to order at 9:45 AM and welcomed the members of the Business Issues Committee. The BIC Members then introduced themselves and the parties that they represent. Mr. Scheiderich discussed the meeting's agenda items and objectives.

Mr. Scheiderich suggested the following objectives for the meeting:

- Discuss and possibly act on disposition of ICAP deliverability issues
- Receive update on status of NYISO working cash funds.
- Review 2001 projects/priorities

### **II Approval of Minutes**

The July 20, 2000 meeting minutes were approved and will be posted to the NYISO web site.

#### **Motion 1:**

Motion to approve the July 20, 2000 BIC meeting minutes.

(Motion passed unanimously by show of hands)

### **III Chairman's Report**

Mr. Scheiderich reported on activities from the Memorandum Of Understanding (MOU) meeting earlier this week in Boston. The Business Practice Working Group of the MOU is creating a Coordinating Working Group, which will be open to all market participant sectors. Also, a communication team for web postings and email distributions is to be formed to ensure proper documents are distributed; a second team will address market participants' information needs; and a third team will address seams issues between ISOs. Mr. Scheiderich recommended that committee members visit the MOU web site and view the presentations made at the meeting.

Mr. Scheiderich spoke to the need to track ISO issues. He mentioned that changes at the ISO seem to surface without notice. As an example, he cited recent emails on the TIE List server about ramp constraints being considered on proxy bus pricing. Market participants insisted that no change should occur without BIC approval, that change notification is essential given the commercial impacts, and that any changes should be part of a tracking system. Mr. Scheiderich requested that the Vice Chairperson come to the September meeting with ideas on how best to track changes that may be underway. He suggested that the 30-day stay on motions should be applied to software changes as well.

Mr. Scheiderich apologizes for not including a motion from Mr. Jerry Ancona of NMPC regarding the posting of ISO data items on today's agenda. However, he wished to take a non-binding vote on this subject. Mr. Howard Fromer of Enron expressed the desire to add real-time zonal loads to Mr. Ancona's list of data. Mr. Fromer stated that a critical reason for needing the real time load data by zone was to allow LSE's to contact their customers as they saw loads (and prices) increasing to attempt to initiate some demand response with only few hours lead time.

Mr. Jim Parmelee representing LIPA stated that he would agree that forecasted zonal data could be posted, but that zonal load bid or actual real-time zonal loads should not be posted unless it was posted the following day. Mr. Parmelee said that his concern is that market participants could have the opportunity to raise prices in real-time when actual loads are greater than forecasted values when they already know forecast and schedule values. Mr. Fromer commented that his company could not fairly compete while the Transmission Owners are in possession of this data. Mr. Parmelee reminded the Committee that the trading and wires functions within the Transmission Owners are separate functions within each company. Mr. Fromer expressed concern regarding this particular item.

Mr. Scheiderich suggested that perhaps zones J and K could be combined in real-time and reported individually the next day. Mr. Mark Younger of Slater Consulting said this seemed to be a Market Monitoring function and they should determine whether confidentiality is an issue.

Mr. Randy Bower of the NYISO Grid Accounting mentioned that starting September 1, 2000 the hourly Ancillary Service cost components would be publicly posted allowing ISO Customers to reconstruct their daily settlements. This data would be posted soon after the daily bills are computed. Also, he mentioned that starting October 1, 2000 that a daily cash flow analysis of market activity would be publicly posted showing, for example, aggregated values of all sold/purchased spot/external energy and reserves products.

Mr. Scheiderich requested a show of hands to gauge the support level of Mr. Ancona's motions disregarding LIPA concern for the moment.

**BIC Straw Poll #1:**

That the following data items be considered non-confidential (if they are not already):

- 1) NYCA Internal Transmission Interface Limits and Flows
- 2) External Transmission Interface Limits and Flows
- 3) Phase Angle Regulator (PAR) Schedules and Flows

- 4) Bulk Power System Transmission Line Scheduled and Actual Outages
- 5) Total Bid Production Cost Guarantee Payments
- 6) Total Operating Reserve Lost Opportunity Cost Payments
- 7) Bulk Power System Voltage Limits and Actual Voltages;

And that the NYISO move as quickly as possible to post these data items to the NYISO Web-Site.  
**(A show of hands showed 100% in support of the above actions)**

A second vote was then conducted, by show of hands, regarding the availability of real time load by zones.

**BIC Straw Poll #2:**

That load values by all ISO zones for day ahead and real-time be considered non-confidential data and be provided to the Market Participants as part of the normal ISO day-ahead and real-time posting process, respectively.

**(A show of hands showed that only LIPA opposed the above action)**

**IV Market Operation Update**

Mr. Charles King, Vice President of NYISO Market Services, reported that yesterday there was a Major Emergency declared at 8:56 AM when a Dunwoodie to Rainy line's actual flow exceeded its thermal limit caused by the tripping of a parallel Dunwoodie to Rainy line. Phase angle regulators were adjusted to increase megawatt flow into New York from New Jersey, a fast load generator pickup was order, and after an attempt to reclose the lost line a max generator pickup was ordered. With these actions, the Major Emergency ended after 11 minutes. Mr. King also mentioned that this month's control performance to-date was in compliance 90.9%, and that the NYISO would work to improve this number during the remainder of this month. He also reported on activities from the MOU meeting earlier this week in Boston, in particular, the Business Practice Working Group's RFP for a study on the feasibility of a Northeast Day Ahead Market. This topic will also be discussed at the next Management Committee meeting.

**V Working Groups Reports/Open Issues**

**Installed Capacity Working Group (ICAPWG)**

Mr. Howard Fromer of Enron reported on ICAPWG activities. He reported that a Load Forecasting Sub-Working Group was formed with John Charlton as the Chairperson. He also mentioned that the monthly procurement auctions and Tariff revisions are on schedule.

**Billing & Accounting Working Group (BAWG)**

Mr. Wesley Yeoman, Chairman of the BAWG, discussed several NYISO billing issues. Mr. Yeoman mentioned that new BAWG sub working groups have been formed to address specific issues. These

sub-groups are the following:

- 1) The R.S.#1 Sub Working Group to develop specific formats of actual R.S.#1 charges;
- 2) The TO Sub Working Group to Resolve sub-zone data & definition problems and retail load file problems; and
- 3) The ISO Billing Data & Format Sub Working Group to address data requirements, formats, definitions, documentation for market participants.

Mr. Yeoman mentioned that a process needs to be established to determine a voltage rate for non-FERC regulated generators that would allow outstanding VSS Payments to be made. He also mentioned that regarding generator performance penalties, the NYISO is currently charging generator performance penalties to non-regulating units (i.e. any unit not bidding regulation); however, the NYISO is not currently charging regulating units for performance penalties. The BAWG is working on a recommendation to the BIC on this issue.

Mr. Yeoman presented several billing code corrections that have been made, and discussed their effect on re-bills. He also referred to the new ISO schedule for re-bills and true-ups (schedule located at URL: [http://www.nyiso.com/markets/pdf/rebill\\_version\\_reconcil.pdf](http://www.nyiso.com/markets/pdf/rebill_version_reconcil.pdf)). He reiterated that all months back to November would need to be re-billed.

Mr. Yeoman also mentioned that a TCC mapping correction was made for grandfathered rights to bilaterals for the November 18 through January 31 time period. February and March are to be corrected. Also, the TO Sub Working Group is working on producing accurate M Loads for true-ups and a central location for storing sub zone metering data.

#### **Market Structure Working Group (MSWG)**

Mr. Scheiderich reported that the MSWG had nothing new to report on the Market Liquidity issue or the Allocation of benefits to expanders issue. He reported that the MSWG has been assigned the task of determining whether or not a deliverability requirement should be added to the existing requirements for ICAP suppliers; and also the task of seeking alternatives to “jump start” a forward market for reserves.

#### **Scheduling & Pricing Working Group (S&PWG)**

Mr. John Reese of Orion reported on S&PWG activities noting the outcomes their August 15<sup>th</sup> meeting. He reported the creation of a demand-side working group to coordinate with ISO staff and consultant on this subject. They made recommendations to the NYISO for addressing BME problems (including removing economics from BME/HAM evaluations) and for not penalizing off-dispatch units performance in the real time market. A Curtailment Sub-Working Group will review a Draft ISO technical bulletin on Real-time curtailment for potential future actions. Next Meetings are scheduled for September 12 and 20, 2000.

#### **Reserve Working Group (RWG)**

Mr. Scheiderich reported that the Operating Committee is addressing some reserve issues, particularly locational and total reserve requirements, on-island requirements and possible alternative solutions. He

stated that after the special August BIC meeting on reserves, the Management Committee will be discussing and resolving final issues for the September 1<sup>st</sup> FERC filing.

### **Interconnection Issues Taskforce (IITF)**

Nothing to report at this time. The next meeting is on September 6, 2000.

## **VI Discussion of Projects 2001**

Mr. Tony Elacqua of the NYISO reported on the new issues/concepts management list. The listing will be posted to the NYISO web site and replace former listings of NYISO projects. Mr. Elacqua explained that the issues/concept are grouped and organized. Projects are tracked by milestones and by the project stage. A project moves from a concept stage through a planning, specification, implementation, and closing stage. He also briefly reported on each high priority project currently being worked on at the NYISO.

Standards and Performance Subcommittee has recently added several new projects to the lists. These projects are the following:

- Elimination software restrictions that prevent capacity from bidding
- Billing error correction
- Operation audit plan
- MP question tracking system
- BME and Real Time Price convergence
- Demand responsiveness bidding programs
- Coordination with neighboring ISO's
- Data disclosure
- SCUC fundamental changes
- Recallable bids
- State estimation

Mr. Younger asked why the benchmarking project is not on the list. He stated that the benchmarking project is of high priority, has been requested since the start-up, and has once again fallen off the NYISO projects list. Mr. Elacqua said that he would add it to the list.

Committee members discussed individual projects, their priorities, and process of documenting project activities for the committee. Mr. King mentioned that the Management Committee has established a process to review the project list and that an ISO position is to be created to track committee action items to ensure that ISO commitments are fulfilled. Although some working groups lack ISO representation, there was acknowledgment for the Working Groups that have representation and function well, in particular the BAWG.

## **VII Rate Schedule 2 - Ancillary Service for Voltage**

Mr. Andrew Rogogna, Vice President of the NYISO Finance, addressed the BIC providing an update on the status of working capital funds. He reported that all ISO Customers have paid their bills. He also reported that through July, the NYISO has a 1.5 million balance and has used 6.5 million of the 12 million revolving line of credit. After the August billing cycle, an optimistic outlook shows cash collections is -27.7 million MTD caused primarily by uplift payments. This would create a negative balance of 9.8 million. The issue that exists is that the NYISO could experience a shortfall in working capital for a month.

The cause of the uplift is being investigated and will be reported to the committee when determined. Mr. King mentioned that Extraordinary Correction Actions are currently being constructed that may mitigate the effects of these large variable uplift charges.

Banks will increase our credit by 38 Million, but technical issues with the bank may delay this credit increase. The proposed Tariff software change to calculate and disclose the daily & hour actual R.S.#1 charges will be coded & implemented October 1, 2000; however, the ISO currently has the capability to change R.S.#1 rate on a daily basis. This is a timing issue where for one month the ISO would short the market place until the tariff change or the credit increase becomes effective.

Mr. Steven Fernands, representing New Energy Inc., stated that this short fall would be a huge impediment and would again increase the costs to customers in this market. Mr. Garry Brown of Sithe stated that clear procedures were needed on how any pro-rata of costs would be implemented. The BAWG could work on an allocation method.

Mr. Rogogna recommends that a way to avoid a shortfall would be to implement immediately the spirit of proposed tariff change by manually billing the daily allocation of the variable parts of R.S.#1 and waive the 1.94 \$/MWh adder charge in August.

After discussion, the following straw poll was conducted.

### **BIC Straw Poll #3:**

To avoid a NYISO shortfall in September by implementing the spirit of the proposed tariff change, and waive the 1.94 \$/MWH R.S.#1 adder and starting with August perform a daily allocation of the variable parts of R.S.#1. The fixed component of Rate Schedule 1 would remain at .44 \$/MWH for August. The NYISO will not repay the revolver in August and the BIC will receive an explanation of the current situation by August 31, 2000. In the event that a sufficiently large additional line of credit becomes available then the credit line will be used to cover the shortfall.

**(Poll showed support of action with only four members opposed to action)**

Mr. Rogogna also discussed how the NYISO would pay voltage support service suppliers under Rate Schedule #2. The ISO Tariff payment method is very complicated given the number of categories of

suppliers and options of payment. Details of how to allocate proper embedded cost data (2000 or 2001 or 2002) among the categories need to be determined. Mr. Ragogna recommended that the S&PWG or the BAWG address this issue, 1998 FERC Form 1 data be used for 2000, 1999 FERC Form 1 data for 2001, and a specific payment process agreement be developed for 2002 to assure no future cash shortfalls occur.

Mr. Randy Bowers of the NYISO discussed the schedule for re-bills and true-ups (schedule located at URL: [http://www.nyiso.com/markets/pdf/rebill\\_version\\_reconcil.pdf](http://www.nyiso.com/markets/pdf/rebill_version_reconcil.pdf)). Obtaining billing quality load metering values from TOs has been difficult which makes the true-ups more problematic than the re-bills.

### **VIII ICAP Deliverability Issue**

Mr. Jim Parmelee representing LIPA addressed the BIC on the allocation of cost of deliverability, and whether the Interconnections Issues Task Force (IITF) should include in their scope of work this issue. The merits of this item were discussed on whether there is available resource in the IITF to address this subject and on the priority of this issue.

After discussion, it was decided that this issue could be brought to the Market Structure Working Group for consideration.

### **IX New Business**

None reported this month.

### **X Administrative Matters**

None reported this month.

### **XI Adjournment**

A motion to adjourn the meeting was made and seconded. The meeting was adjourned at approximately 3:00 PM.

#### **Motion #5:**

Motion to adjourn the BIC meeting.  
(Motion passed unanimously by show of hands)

Respectfully submitted,  
Jonathan A. Mayo  
Secretary, Business Issue Committee  
(Attendance attached)

**New York Independent System Operator - Committee Membership**

**Business Issues Committee - Attendance August 24, 2000 Meeting in Albany - Parties Checked in Attendance**

Organization	Sector	Representative	Proxy	Alternate1	Alternate2	Alternate3	Guest
NYS Energy Research & Develop. Auth.	End Use - Gov. Agency/Aggr.						
The City of New York	End Use - Gov. Agency/Aggr.	Jay Kooper	Jonathan Wallach	Richard Miller			
Amerada Hess Corporation	End Use - Large Consumers	✓ Michael DiBella		✓ Greg Sticka	Kelly Lovvorn	Greg Olsen	
ATCO Management Co.	End Use - Large Consumers						
IBM Corporation	End Use - Large Consumers	✓ Leonard Singer		Jim King			
Occidental Chemical Corp.	End Use - Large Consumers	✓ Leonard Singer		Jim King			
Praxair Inc.	End Use - Large Consumers	✓ Leonard Singer		Jim King			
Reynolds Metals Company	End Use - Large Consumers	✓ Leonard Singer		Jim King			
Xerox Corporation	End Use - Large Consumers	✓ Leonard Singer		Jim King			
Metropolitan Transportation Authority	End Use - Large Cons. Gov.	Robin Stevens		Walter McCarroll	Ken Lewaine	Jesse Samberg	
Aaron Breidenbaugh	End Use - Small Consumers	✓ Aaron Breidenbaugh					
Association for Energy Affordability, Inc.	End Use - Small Consumers	David Heipinstall					
Building and Realty Institute	End Use - Small Consumers	Herb Rose		Jeff Hanley			
Citizens Advisory Panel	End Use - Small Consumers						
CNYC Inc. (Council of NY Coop & Condo)	End Use - Small Consumers	Herb Rose		MaryAnn Rothman			
New York Energy Buyers Forum	End Use - Small Consumers	Catherine Luthin		Arthur Pearson			
NY State Consumer Protection Board	End Use - State Agency	✓ Tariq Niazi					
AES NY	Generation Owners	Doug Roll		✓ Charles Sjoberg			✓ Chris Wentlent
CH Resources	Generation Owners	Gary Thorn		Gary Miller			
East Coast Power	Generation Owners	✓ Roy Shanker		Gary Keevill			
Edison Mission Marketing & Trading	Generation Owners	Kenneth Lackey		LouAnn Basham	Tom Green	Don Vawter	
Indeck Energy Services	Generation Owners	Mike Janczak		Mike Ferguson	✓ Mark Younger		
KeySpan Ravenswood, Inc	Generation Owners	James Brennan		Jeffrey Smith	✓ Dick Ackerson		
NRG Energy	Generation Owners	Paul Savage		Mark Dworkin	Nancy Jones		✓ John Smith
Orion Power New York	Generation Owners	✓ Mary Lynch		Mark Sudbey			✓ J. Reese, Glenn Haake
PG&E Generating	Generation Owners	✓ Steve McDonald		Chris Kyle			
Public Service Electric & Gas Company	Generation Owners	✓ Raymond DePillo		George Henderson			
Sithe Energies, Inc.	Generation Owners	Generation Owners		✓ Gary Brown			
Southern Energy of NY	Generation Owners	✓ Vicki Lynch		✓ Joe Holtman	Mark Petro	✓ Doreen Saia	
TransCanada Power Marketing	Generation Owners	William Taylor		Elaine Beaudry			
NYS Department of Public Service	Non-voting	Joel Brainard		✓ Bill Heinrich			
1st Rochdale Cooperative NYC	Other Suppliers	✓ Phyllis Kessler		Gregory Wortham			
Advantage Energy, Inc.	Other Suppliers	Kyle Storie					
Aquila Energy Marketing Corp.	Other Suppliers	Jason Stever		Peter Brown	David Wiesner	Pamela VanHorn	
Automated Power Exchange (APX)	Other Suppliers	Jim Verna					
Cinergy Capital and Trading	Other Suppliers	Jan Bagnall		John Ambrose			
Cinergy Services	Other Suppliers	Jan Bagnall		John Ambrose			
Citizens Power Sales LLC	Other Suppliers	William Roberts		✓ Alan Foster			
Con Edison Energy	Other Suppliers	Stephen Wemple		Ivan Kimball			
Con Edison Solutions	Other Suppliers	Stephen Wemple		Rich Staines			
Constellation Power Source	Other Suppliers	✓ David Taylor		Harvey Reed	Douglas Keegan		
Dynegy	Other Suppliers	Chad Wagner	✓ Melissa Lauderdale				
Econergy	Other Suppliers	Gary Bondi		Saul Horowitz	Jonathan Gewirtz	Usher Fogel	
Energetix, Inc.	Other Suppliers	Byron Farnsworth		Gerald Strassner			
Enron Power Marketing Inc.	Other Suppliers	✓ Howard Fromer					
HQ Energy Services	Other Suppliers	Michel Prevost		✓ Paul Norris			
KeySpan Energy Services	Other Suppliers	Ronald Lukas		Ruben Brown	Peter Chamberlain	✓ John Smith	
Merchant Energy Group of the Americas	Other Suppliers	Joseph Limone		John Carmody			
Morgan Stanley Capital Group	Other Suppliers	Patrick Murray		Karen Kochonias			✓ Levon Kazarian
New Energy Inc.	Other Suppliers	Peter Duprey		✓ Stephen Fernands			
Niagara Mohawk Energy Marketing	Other Suppliers	Sam Moreton		✓ Marc Overdyk			
NU / Select Energy	Other Suppliers	✓ James Scheiderich		Gunnar Jorgensen			
Ontario Power Generation Inc.	Other Suppliers	Tasos Karatsoreos		Brian McConville	Ken Lacivita	Scott McArthur	
PECO Energy Company	Other Suppliers	Marjorie Philips		Regina Carrado	Jack Crowley	✓ Jeffrey Guistwhite	
PP&L Energy Plus	Other Suppliers	✓ Glen McCartney		Jim Strobel	Harry Tom	Roland Moor	
PP&L Inc.	Other Suppliers	Roland Moor					
PSEG Energy Technologies Inc.	Other Suppliers	Patricia Esposito		Ken Lempicki			
Sempra Energy Trading	Other Suppliers	Bill Winget		Dana Volpe	Russel Like		
Southern Company Energy Marketing	Other Suppliers	Marty Matijasich		✓ Vicki Lynch			
Strategic Energy LLC	Other Suppliers	Jace Cochrane		John Molinda	James McCormick	Lara Prachar	
Strategic Power Management, Inc.	Other Suppliers	Mario DiValentino		Tom Folchi	✓ Dan Duthie		
TransEnergie U.S. Ltd.	Other Suppliers	José Rotger					
Long Island Power Authority	Public Power - Authorities	✓ James Parmelee		✓ Alan Elberfeld			
New York Power Authority	Public Power - Authorities	Dave Wang		✓ Robert Gow			
Adirondack Council	Public Power - Environmental	✓ Larry DeWitt		Bernard Melewski	✓ Larry DeWitt		
Environmental Advocates	Public Power - Environmental						
Natl Resources Defense Council	Public Power - Environmental	Dale Bryk		✓ Larry DeWitt			
Pace University	Public Power - Environmental	Edward Smeloff		✓ Larry DeWitt			
Scenic Hudson	Public Power - Environmental	Cara Lee			✓ Larry DeWitt		
Sierra Club - Atlantic Chapter	Public Power - Environmental						
Bath Electric, Gas & Water Systems	Public Power - Munis & Co-ops	Neil Wrinkle	✓ Tom Rudebusch	Ken Moore	Jim Hamilton	Paul Pallas	
City of Jamestown Board of Pub. Util.	Public Power - Munis & Co-ops	✓ Michael Darroch		Wally Haase	✓ Tom Rudebusch		
Town of Massena	Public Power - Munis & Co-ops	Cliff Engstrom	✓ Tom Rudebusch	Ken Moore	Jim Hamilton	Neil Wrinkle	
Village of Fairport	Public Power - Munis & Co-ops	Ken Moore		✓ Tom Rudebusch	Paul Pallas		
Village of Freeport	Public Power - Munis & Co-ops	Hubert Bianco		Robert Kortright			
Village of Rockville Centre	Public Power - Munis & Co-ops	Paul Pallas	✓ Tom Rudebusch	Ken Moore	Jim Hamilton	Cliff Engstrom	
Village of Westfield	Public Power - Munis & Co-ops	Jim Hamilton	✓ Tom Rudebusch	Ken Moore	Neil Wrinkle	Cliff Engstrom	
Central Hudson Gas & Electric	Transmission Owners	James Valleau		✓ Thomas Canino	Jeff May	Rick Greener	
Consolidated Edison	Transmission Owners	Michael Forte		✓ Gary Rozmus			
Niagara Mohawk Power Company	Transmission Owners	✓ Jerry Ancona		Martin Amati	Scott Leuthauser		✓ Wes Yeomans
NY State Electric Gas (NYSEG)	Transmission Owners	✓ Rick Mancini	David Kimiecik(BIC)	John Kobuskie			✓ John Charlton, Ray Kinney
Orange & Rockland, Inc.	Transmission Owners	✓ Gary Rozmus					
Rochester Gas & Electric Co.	Transmission Owners	✓ Laurie King-Pirchner		Gerald Walter			
Caitness Energy, L.L.C	End Use - Small Consumers	Daniel McBrearty		Jack Feinstein			
New Member	Non-voting						
New Member	Non-voting						
New Member	Non-voting						
New Member	Non-voting						

**New York Independent System Operator - Committee Membership**

**Business Issues Committee - Attendance August 24, 2000 Meeting in Albany - Parties Checked in Attendance**

Organization	Sector	Representative	Proxy	Alternate1	Alternate2	Alternate3	Guest
New Member	Non-voting						

**NYISO and Hunton & Williams Members in Attendance:**

- |                 |                   |
|-----------------|-------------------|
| Ira Freilicher  | Hunton & Williams |
| ✓ Gina Fedele   | Hunton & Williams |
| ✓ James Schmidt | Hunton & Williams |
| Rob Fernandez   | NYISO             |
| Steve Balsler   | NYISO             |
| ✓ Chuck King    | NYISO             |
| ✓ Jonathan Mayo | NYISO             |
| Bill Museler    | NYISO             |
| ✓ Leigh Bullock | NYISO             |
| ✓ Kristen Kranz | NYISO             |
| ✓ Tony Elacqua  | NYISO             |
| ✓ John Cutting  | NYISO             |
| ✓ Randy Bowers  | NYISO             |
| ✓ Rick Hoefer   | NYISO             |
| ✓ Andy Ragogna  | NYISO             |
| ✓ Mollie Lampi  | NYISO             |

**Key:**

- ✓ = In attendance
- ✓ = In attendance by teleconferencing