

Gestalt Consulting for North Carolina Planning Project Work Activity Log

AUGUST 2005

08/17/05	Attended the NC Planning Project Oversight / Steering Committee (OSC) kickoff meeting in Greensboro, NC (Expenses – Airfare - \$1105.90, Airport Parking - \$13.00, Cab Fare - \$25.00, Meal / Breakfast \$4.75)	8 Hours
08/22/05	Formulated an action plan for addressing the OSC work Activities. Reviewed the Participation Agreement which establishes the role of the Independent Third Party (ITP) consultant. Began to review the Integrated Resource Plans of the Participants as suggested by the OSC.	4 Hours
08/24/05	Continued to review the Integrated Resource Plans of the Participants as background information for this project.	3 Hours
08/25/05	Began to develop the Charters for the OSC, Planning Working Group (PWG), and the Stakeholder group.	4 Hours
08/29/05	Re-formatted and edited the draft minutes of the August 17, 2005 OSC meeting. Sent out revised minutes to Janice C. Developed the proposed list of information to be published on the web site for this project. Sent out list to Clay N. for his review. Had a meeting with the IT developers on the design of the project website. Continued to finalize the Charters.	6 Hours
08/31/05	Coordinated activities with Pam K. for the PWG meeting on 09/02/05. Reviewed Transmission Coordinated Planning Concept document and provided input on the stakeholders process comments to Clay N. Finalized and sent out Charters to Clay N. for the OSC review. Began to draft a proposed agenda for the first Stakeholders meeting planned for October.	6 Hours