

8.6.4 Special Sessions

When a shorter resolution time (approximately six months or less) for an Issue Charge or other work is assigned to a committee by itself or its parent committee, the work may be scheduled as a separate agenda item within the meeting, or as “special sessions” of the committee **when discussion at the full committee would be inappropriately long**. For example, an “MIC Special Session: Fuel Cost Policy Enhancements”. These special sessions function as a meeting of the committee, but full stakeholder representation is not expected due to topic relevancy, availability, etc. To account for these limitations, binding votes will occur only at the full standing committee meeting. Polling and other discussion tools are allowed and encouraged in the special sessions, as those outcomes serve to inform the full committee.

Special Meetings (Suggested by John Horstmann at 3/1 M34 Review Session)

Single topic meeting of a committee or subcommittee. May include voting, based upon the voting rules at its full committee. For example, a Special MC meeting to vote on the Energy Price Formation consensus package. Special Meetings are very limited in scope, and would be scheduled a minimum number of sessions (one – X).

15.4 Ex Parte Communication

All stakeholders have the opportunity to provide written communication directly with the Board of Managers on issues of importance regarding subjects germane to PJM’s market design or operations, reliability operations or planning. All such written communication shall be made public consistent with PJM’s internal policies for handling such communications. Specific steps to be followed by Members wishing to provide written communication directly with the Board are as follows:

- [Refer to the Board Communications page \(hyperlink\) on the PJM website.](#)
- all such written communication shall be addressed to the PJM Board of Managers;
- all such communications shall be forwarded via email to the Members Committee Secretary;
 - david.anders@pjm.com or should PJM set up a separate mcsecretary@pjm.com box?
 - the Secretary shall ensure delivery to the Board of Managers;
- The Secretary shall ensure that the communication is posted on PJM.com on the Public Disclosure page; and
 - the Secretary shall provide notice to the Members of the communication and provide a link to the posted document.

These ex parte communication requirements apply to Transmission Expansion Advisory Committee related communications from individual Member to the Board of Managers as well. In order for ex parte letters to be ensured to be read by the Board prior to a decision on a particular issue,

- Such ex parte letters intended to inform the Board on a particular issue just prior to a Board decision should be submitted 1 week prior to that Board meeting; and,
- PJM will notify Members of each Board meeting date. Where possible, such notification will be at least 3 weeks in advance of each Board meeting.;
- Nothing in this suggested timeline precludes Members from submitting ex parte letters to the Board at any time.