

1     Q.     At the Technical Conference held on October 13, 2011, the presentation referred to  
2             the establishment of an Employee Liaison Advisory Committee (ELAC). Please  
3             provide copies of the Minutes of ELAC for 2010 and 2011 to date.

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6     A.     Meetings of ELAC deal with personal and confidential information pertaining to  
7             employees' individual circumstances, qualifications and characteristics with a view  
8             to assisting them in future roles in Hydro or elsewhere. Members of ELAC have  
9             executed confidentiality agreements to ensure that they will not disclose this  
10            personal information. Please see attached the Terms of Reference for ELAC.

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12            The minutes of ELAC do not contain any references to the proposed Operating  
13            Training System or to other elements of Hydro's 2012 capital budget. Disclosure of  
14            the minutes of ELAC is not required or useful for a full understanding of the matters  
15            and issues before the Board in this application.



## **EMPLOYEE LIAISON AND ADVISORY COMMITTEE**

### **Holyrood Thermal Generating Station**

#### **General Purpose**

The Employee Liaison and Advisory Committee (the Committee) will be established to provide a forum for two-way communication and consultation with the employees of the Holyrood Thermal Generating Station (HTGS) on issues and questions related to the potential impact of the construction of a DC infeed across the island portion of the province. In addition to ensuring that employees are kept fully informed on a timely basis regarding the potential impact of this development on the future use of the HTGS, the committee will also provide a mechanism for identifying, discussing and, if necessary, addressing employment-related issues that may be of concern to both the employees and the company.

#### **Specific Activities and Objectives**

The overall goal for all concerned is to ensure as smooth a transition as possible for the Holyrood plant and the employees who work there. Specific objectives of the Committee will include the following:

- To facilitate the timely communication of information to Holyrood employees related to the planned future use of the HTGS and related potential impacts;
- To identify employee questions and concerns related to the potential employment and other impacts of a DC infeed, and to obtain suggestions and other input from employees and the union regarding possible approaches and solutions. Issues to be addressed will include determining the expected employee requirements related to plant reconfiguration, and how employees who may be subject to layoff can be integrated into the Nalcor Companies and in particular any new positions arising out of the joint venture between Nalcor and Emera on the Lower Churchill project.
- To assist the company in planning for the continued safe and reliable operation of the HTGS both before and after a DC infeed goes into service, and providing advice to the company on related operational and other issues as appropriate.



- To raise other issues or concerns the Committee agrees should be addressed.
- It is understood that significant announcements impacting the HTGS with respect to LCDC where practical will be communicated to the ELAC prior to Public Announcement.

#### Deliverables

- Recommendations will be brought forth from The Advisory Committee to the Steering Committee.
- Deliver a comprehensive plan addressing individual situations.
- Committee to have prepared a detailed plan in step with the Term Sheet deadline date of November 30, 2011 or prior to planned final announcement.
- A recommendation will be brought forward by the committee by no later than November 30, 2011 regarding any continuing need for the committee beyond that date or some other alternate committee or approach if appropriate.

#### Committee Composition

It is important that the Committee is kept to a manageable size, while at the same time ensuring that all key internal stakeholders are represented and in a position to participate and contribute to the Committee's activities.

<i>Operations</i>	Terry LeDrew – Manager Thermal Generation ( <i>Co-Chair</i> )
<i>Human Resources</i>	Mike Roberts – Manager of Human Resources Elaina Janes – HR Lead, Newfoundland & Labrador Hydro
<i>Corporate Communications</i>	Karen O'Neill – Sr. Communications Advisor, NLH
<i>IBEW Local 1615</i>	Bob Clarke – Business Manager <i>Advisor</i> Jabez Lane – President ( <i>Co-Chair</i> ) Four employees, members of Local 1615 in Holyrood Fred Penney, Greg Mackey, Steve Kelly, Matt Hutchings
<i>Non-Union Employees</i>	Two management/non-union employees Steve Connolly, Bill Kilfoy

\*ALTERNATES NOT TO BE APPOINTED



The Committee shall determine its own procedures for conducting meetings and completing other activities it may undertake as part of its role. As well as structure and content of meeting and minutes.

Co-Chairs to confirm adequate Meeting Attendance. The Advisory Committee will report to the following on its activities and progress:

Gerard McDonald	Vice-President, Human Resources & Organizational Effectiveness
Jim Haynes	Vice-President, Regulated Operations
Bob Clarke	Business Manager, IBEW Local 1615

The Committee will have access to enlist the assistance of other resources or representatives, through Nalcor, to participate in Committee meetings as and when appropriate.

Agreed,

  
Terry Ledrew  
Plant Manager

  
Jabez Lane  
President, IBEW