

1.Position Code
PUTENGE

State of Michigan
Civil Service Commission
Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909
POSITION DESCRIPTION

This position description serves as the official classification document of record for this position. Please complete this form as accurately as you can as the position description is used to determine the proper classification of the position.

2.Employee's Name (Last, First, M.I.)	8.Department/Agency
	Licensing & Regulatory Affairs
3.Employee Identification Number	9.Bureau (Institution, Board, or Commission)
	Public Service Commission
4.Civil Service Position Code Description	10.Division
Public Utilities Engineer 9-P11	Energy Resources Division
5.Working Title (What the agency calls the position)	11.Section
Public Utility Engineer	Resource Optimization and Certification
6.Name and Position Code Description of Direct Supervisor	12.Unit
Naomi Simpson, State Administrative Manager 15	
7.Name and Position Code Description of Second Level Supervisor	13.Work Location (City and Address)/Hours of Work
Paul Proudfoot, State Division Administrator 17	7109 W. Saginaw Hwy, Lansing MI 48917 M-F; 8 a.m. – 5 p.m.
14. General Summary of Function/Purpose of Position	
This position performs engineering duties in relation to energy resource optimization and certification and develops and implements the PSC regulatory responsibilities in accordance with Public Act 341 as amended by Public Act 231 of 2023, and Public Act 295 as amended by Public Act 235 of 2023, Public Act 30 of 1995, as well as the Commission orders and directives to ensure proper transmission siting, resource adequacy planning, and clean energy planning and to protection the health and safety of persons and property in the State of Michigan in the area of electric grid resource planning. Performs reviews of rate regulated electric utility integrated resource plans (IRP) to ensure compliance with Integrated Resource Plan Filing Requirements and Michigan Integrated Resource Planning Parameters, Public Act 341 as amended by Public Act 231 of 2023 as well as compliance with the Michigan energy storage target and compliance with MCL 460.6s for any requested generation certificates of need. Performs reviews of all load serving entity's clean energy plans (CEP) to ensure compliance with Michigan's clean energy standard. Performs reviews and of transmission owner requests for certificates of public convenience and necessity including transmission route selection as directed by Public Act 30 of 1995.	

15. Please describe the assigned duties, percent of time spent performing each duty, and what is done to complete each duty.
List the duties from most important to least important. The total percentage of all duties performed must equal 100 percent.

Duty 1

General Summary of Duty 1 **% of Time 60%**

Key staff witness. Would perform as a staff witness in a contributing capacity.

Individual tasks related to the duty.

- Review and make recommendations about the completeness of applications in a support capacity by working with a small team to review the application and comparing it to the appropriate filing requirements,. These applications are regarding rate regulated IRPs and Certificates of Need (CON), IRP filing requirements and PA 341 as amended by PA 231, and Act 30 filings.
- Reviews rate regulated IRPs and CONs for completeness, accuracy, and evaluate the reasonableness of plans in accordance with the most recently approved IRP filing requirements and PA 341 as amended by PA 231.
- As a member of a team, conduct research using peer reviewed data and trusted national lab sources to gain information needed to perform engineering cost studies to evaluate costs per Megawatt-hour (MWh) for various proposed new supply side resource options identified in Certificate of Need administrative proceedings.
- Provide engineering cost and technology analysis for supply and demand side resource options for CON and IRP under PA 341 of 2016 using research from peer reviewed data and national public sources.
- Collaborate with a team to review, from an engineering standpoint, to make determinations about modeling data in integrated resource plans and whether resource selection performance is expected to meet the requirements of the standards put in place by the Commission.
- Participate as part of a team in outside groups, state agencies, or regulated utility companies concerning supply-side and demand-side generation projects within integrated resource plan administrative proceedings and under the Certificate of Need administrative proceedings.
- Conduct an engineering review of research reports, information from experimental installations, and other sources to assess likely operational characteristics of advanced supply and demand side resource technologies, including analysis of alternatives to those technologies.
- Work with the section to review a transmission owner's route selection process, selection criteria, and data evaluation develop coordinated witness testimony.
- In collaboration with a team to review transmission siting applications including all requirements of PA 30 of 1995 and any commission ordered guidelines or rules that apply.
- Provide testimony as a staff witness in a contributing capacity including engineering and cost analysis for cost recovery of fossil and renewable generation investments by rate-regulated utilities in general rate cases and renewable energy plans before the Commission.
- Collaborate with experts in the section and other Commission Staff to perform as a staff witness in a contributing capacity on general rate cases involving supply and demand side resource investments by rate regulated utilities that would determine continued operation or retirement of a resource.
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Duty 2

General Summary of Duty 2 **% of Time 30%**

Work with outside groups, agencies or regulated utility companies. Would generally not represent the Commission with outside organizations but would be a part of a team or group participating with outside organization meetings.

Individual tasks related to the duty.

- Provide engineering support in general rate case proceedings to other key Commission Staff as appropriate.
- Perform field audits of electric generation and storage Request for Purchase (RFP) solicitations made by rate regulated utilities and the corresponding developer bids and collaborate with other staff to ensure the projects are viable, technically sound, and competitively procured.
- Collaborate with a team to provide recommendations to the Commission regarding renewable resource contract approval pursuant to either voluntary green pricing programs pursuant PA 342 or integrated resource plans pursuant to PA 341.
- Coordinate with outside organizations and regulated utilities to schedule and collaborate with other Staff review of renewable resource and storage contracts pursuant to PA 341 and PA 342.
- Participate in regional transmission operator and transmission owner open meetings to gain an understanding of regional resource adequacy needs and the overall impact to the transmission system.

Duty 3**General Summary of Duty 2****% of Time 10%**

Other duties as assigned by the manager.

Individual tasks related to the duty.

- Attend training, seminars, and site visits as available to develop and maintain knowledge, ability, and skills as a public utility engineer.
- Work directly with peers, supervisor and MPSC commissioners, to prepare PowerPoint slides and summary presentation materials as required.
- Keep abreast of information concerning general energy industry developments via established contacts and regular review of trade press, technical periodicals, academic white papers, and financial news.
- Other tasks as assigned by MPSC management.

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16. Describe the types of decisions made independently in this position and tell who or what is affected by those decisions.

With guidance from manager and more senior staff, determine and verify model inputs for accuracy of calculations, validity of assumptions, and possible economic impacts on the price of electricity to Michigan consumers.

17. Describe the types of decisions that require the supervisor's review.

All positions taken that represent those of the MPSC Staff, the MPSC, or Michigan.

All written testimony must be reviewed by the supervisor including final recommendations for Commission determination or approval on contested cases. All reports, presentations or recommendations to the Commission must also be reviewed by the supervisor.

18. What kind of physical effort is used to perform this job? What environmental conditions is this position physically exposed to on the job? Indicate the amount of time and intensity of each activity and condition. Refer to instructions.

Most of the job functions are performed in an office setting: sitting, standing, writing, reviewing documents and working on a computer. Must be able to use a telephone, monitor, and keyboard, with accommodation as needed.

Occasionally required to attend regional stakeholder, state authorities sector, and regional state committee meetings; training seminars; and to make presentations, requiring travel by car or plane.

19. List the names and position code descriptions of each classified employee whom this position immediately supervises or oversees on a full-time, on-going basis. (If more than 10, list only classification titles and the number of employees in each classification.)

<u>NAME</u>	<u>CLASS TITLE</u>	<u>NAME</u>	<u>CLASS TITLE</u>

20. This position's responsibilities for the above-listed employees includes the following (check as many as apply):

N Complete and sign service ratings.

N Provide formal written counseling.

N Approve leave requests.

N Approve time and attendance.

N Orally reprimand.

N Assign work.

N Approve work.

N Review work.

N Provide guidance on work methods.

N Train employees in the work.

22. Do you agree with the responses for Items 1 through 20? If not, which items do you disagree with and why?

Yes.

23. What are the essential functions of this position?

See duties listed previously.

24. Indicate specifically how the position's duties and responsibilities have changed since the position was last reviewed.

25. What is the function of the work area and how does this position fit into that function?

The Resource Optimization and Certification Section provides expert witness, technical, and policy staff support for the Michigan Public Service Commission in highly contested and complex technical cases about the electric grid issues that affect Michigan's energy infrastructure, supply, and service. The section also represents the Commission at agency level workgroups, regional transmission operator workgroups and committees, and national efforts including but not limited to national labs and national standards organizations. The section makes recommendations to the Commission about how energy law should be best implemented and assists with non-contested case deliberations about energy policy.

The section actively provides leadership, expert testimony, engineering analysis, and recommendations for integrated resource planning pursuant to MCL 460.6t, Certificate of Need planning pursuant to MCL 460.6s, clean energy planning pursuant to Public Act 235 of 2023, and transmission siting pursuant to Public Act 30 of 1995.

This position develops, and implements the MPSC regulatory responsibilities in accordance with Public Act 341 as amended by Public Act 231 of 2023, and Public Act 295 as amended by Public Act 235 of 2023, Public Act 30 of 1995, as well as the Commission orders and directives to ensure proper transmission siting, resource adequacy planning, and clean energy planning and to protection the health and safety of persons and property in the State of Michigan in the area of electric grid resource planning.

26. What are the minimum education and experience qualifications needed to perform the essential functions of this position?

EDUCATION:

Possession of a bachelor of science degree in engineering.

EXPERIENCE:

Public Utilities Engineer- E 9

No specific type or amount is required.

Public Utilities Engineer- E 10

One year of professional experience in public utility engineering involving the analysis of utility rate structures and/or operations and safety standards and practices equivalent to a Public Utilities Engineer, including one year of equivalent to a Public Utilities Engineer 9.

Public Utilities Engineer-E P11

Two years of professional experience in public utility engineering involving the analysis of utility rate structures and/or operations and safety standards and practices equivalent to a Public Utilities Engineer, including one year of equivalent to a Public Utilities Engineer 10.

KNOWLEDGE, SKILLS, AND ABILITIES:

Strong interpersonal, written, and oral communication skills; Strong computer literacy, including all Microsoft Office products; Advanced Excel data analysis and presentation skills; Knowledge of and experience with modeling software such as EGEAS or PROMOD, or other econometric models; Ability to demonstrate conceptual, innovative thinking in modeling, planning methods and techniques; Ability to explain complex concepts and problems in simple terms, with the ability to communicate clearly and effectively; Ability to work under pressure and to prioritize workload to meet deadlines; Ability to create reports with high visual impact; Self-motivated, flexible, and responsive to addressing ongoing changes in priorities and deadlines.

CERTIFICATES, LICENSES, REGISTRATIONS:

None.

NOTE: Civil Service approval of this position does not constitute agreement with or acceptance of the desirable qualifications for this position.

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

Supervisor's Signature

Date

TO BE FILLED OUT BY APPOINTING AUTHORITY

Indicate any exceptions or additions to statements of the employee(s) or supervisors.

I certify that the entries on these pages are accurate and complete.

Appointing Authority Signature

Date

TO BE FILLED OUT BY EMPLOYEE

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

Employee's Signature

Date

NOTE: Make a copy of this form for your records.