

**State of Michigan
Civil Service Commission**

Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909

Position Code

1. PUTENGA

POSITION DESCRIPTION

This position description serves as the official classification document of record for this position. Please complete the information 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 AND REGULATORY AFF
3. Employee Identification Number	9. Bureau (Institution, Board, or Commission) Public Service Commisision
4. Civil Service Position Code Description Public Utilities Engineer-A	10. Division Energy Resources
5. Working Title (What the agency calls the position) Public Utility Engineer	11. Section Resource Optimization and Certification
6. Name and Position Code Description of Direct Supervisor SIMPSON, NAOMI J; STATE ADMINISTRATIVE MANAGER-1	12. Unit
7. Name and Position Code Description of Second Level Supervisor PROUDFOOT, PAUL A; STATE DIVISION ADMINISTRATOR	13. Work Location (City and Address)/Hours of Work 7109 W. Saginaw Hwy, Lansing, MI 48917 Remote work available / 8 am – 5 pm, M-F

14. General Summary of Function/Purpose of Position

This position is performing advanced level engineering duties related to energy resource optimization and certification which includes leading the development of Staff expert positions, developing reports for the Commission, and implementing 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 directed by the Commission in its 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. This position also leads others in the section and division to review and analyze rate regulated electric utility integrated resource plans (IRP), ensuring compliance and accuracy of information with respect to 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, including accuracy of cost and technology information. 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:

Percentage: 40

Key Staff Witness. Performs as key staff witness in complex, contested, major cases, and before legislative committees. May perform as a contributing witness to assist staff specialists in contested cases in a technical specialty area.

Individual tasks related to the duty:

- Make recommendations about the completeness of applications, based upon the most recently approved filing requirements and guidance in commission orders. In a leadership capacity, with a small team of other staff, work to develop an expert staff position based upon factual analysis
- As a team leader, identify and research the accuracy and potential gaps in information in order to provide expert witness and lead staff in creating documentation for presentation.
- Conduct engineering cost studies to evaluate costs per Megawatt-hour (MWh) for various proposed new supply side resource options identified in Certificate of Need (CON) administrative proceedings and filing expert witness testimony.
- Lead a team of staff members to conduct research and develop an expert opinion, based upon publicly available peer-reviewed or national organization, about engineering cost and technology for supply and demand side resource options for CON and IRP under PA 341 of 2016 to make recommendations to the Commission about whether or not regulated utilities should receive a three year cost approval for resources in their filed application plan.
- Review of rate regulated integrated resource plans, clean energy plans, certificate of need, certificate of public convenience and necessity filings for completeness and accuracy.
- Lead a team of staff by directing the activity or work autonomously to research and gather information and formulating Staff's recommendations about the accuracy of application data and review the resource selection methodology used in the application by regulated utilities to make expert determinations about data used for resource selection in integrated resource plans and whether resource selection performance is expected to meet the requirements of the standards put in place by the Commission and file expert testimony with any recommendations or findings.
- Conduct a review of financial and engineering data in utility application for accuracy.
- Review transmission siting applications, researching route segments and selection criteria filed by the transmission owner for environmental, social, and engineering construction feasibility and reasonableness for compliance with all requirements of PA 30 of 1995 and any commission ordered guidelines or rules that apply and file expert witness testimony about findings and recommendations. Use the research and data findings to develop expert witness testimony including recommendations about construction, environmental impacts, social impacts and whether the application for public convenience and necessity should be approved or denied.
- Perform analysis of rate regulated utility resource selection methodology and estimated resource costs to evaluate the reasonableness of plans and applications in accordance with the most recently approved filing requirements, PA 341 as amended by PA 231 of 2023, PA 295 as amended by P A 235 of 2023, PA 30 of 1995, to develop a recommendation to the commission about cost pre-approval for resources in the application plans or propose plan changes.

Duty 2

General Summary:

Percentage: 30

Work with outside groups, agencies or regulated utility companies. Represent the Commission as a team lead with outside groups, state agencies, or regulated utility companies. Serve as lead worker on special field assignments.

Individual tasks related to the duty:

- Lead efforts internally and with outside organizations such as the Department of Environment, Great Lakes and Energy, to schedule and collaborate the update of requirements and facilitate their review of integrated resource plans pursuant to PA 341 and PA 342.
- Perform field audits of electric generation and storage Request for Purchase (RFP) solicitations made by rate regulated utilities and the corresponding developer bids to ensure the projects are viable, technically sound, and competitively procured.
- Participate in regional transmission operator open and closed meetings to gain an understanding of regional resource adequacy needs and the overall impact to the transmission system and represent the Commission as needed.
- Represent the Commission in outside groups, state agencies, or regulated utility companies and other Commission staff in meetings about supply-side and demand-side generation projects, storage projects, and other such meetings related to resource investments across the State of Michigan. These meetings may include representation and presentations to organizations outside of the State of Michigan to collaborate with multi-state organizations and national laboratories.

Duty 3**General Summary:****Percentage: 20**

Commissioner Consultant. Provide relevant information and research to the Commissioners. Would provide factual information to the Commissioners, or summaries of case documentation with alternative applications for preparation of Commission orders.

Individual tasks related to the duty:

- After the evidence and briefing have been completed and the contested case is being deliberated by the Commission, incumbent participates in deliberations as requested by the Commission to provide factual information or case documentation summaries to assist in development of Commission orders.
- As team lead, develop and prepare PowerPoint slides and summary presentation for Commissioners as required about various topics including issues arising through contested cases.
- As requested, participate in Commission deliberations of non-contested cases as requested by the Commission to provide factual information or case documentation summaries to assist in development of Commission orders.
- As the lead of a team, conduct research and engineering review including detailed analysis of the performance of regulated utility electric generation in Michigan and work in collaboration with other team members to summarize findings including possible alternatives to the manager, division director, and the Commission as appropriate.

Duty 4**General Summary:****Percentage: 5**

Special Projects. Works independently with other organizational divisions of the staff in major controversial cases, or on major special projects or field assignments. Serve as a designated task force, or special project leader on in-house projects, or as the lead worker on special field assignments.

Individual tasks related to the duty:

- Provide presentations at trainings or meetings to share information with other organizational division Staff and workgroup/taskforce members.
- As the leader of a team, 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.
- Perform independent analysis of proposed legislation as requested.
- Lead team efforts to complete special project reports as assigned.

Duty 5**General Summary:****Percentage: 5**

Other duties as assigned by the manager.

Individual tasks related to the duty:

- Attend trainings, seminars, and site visits to share information with other parties. as available to develop and maintain knowledge, ability, and skills as a public utility engineer.
- 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.

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

Determine and verify resource selection methodology 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 in cases 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 in 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 stakeholders, 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.

Additional Subordinates

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

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|---|--|
| ☐ Complete and sign service ratings. | ☐ Assign work. |
| ☐ Provide formal written counseling. | ☐ Approve work. |
| ☐ Approve leave requests. | ☐ Review work. |
| ☐ Approve time and attendance. | ☐ Provide guidance on work methods. |
| ☐ Orally reprimand. | ☐ 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?

This position leads, 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.

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 leads, 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 12

Three years of professional experience in public utilities engineering involving the analysis of utility rate structures, operations and safety standards and practices equivalent to a Public Utilities Engineer, including one year equivalent to a Public Utilities Engineer P11

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 resource selection 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 does not constitute agreement with or acceptance of the desired qualifications of 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

Date

TO BE FILLED OUT BY APPOINTING AUTHORITY

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

N/A

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

Appointing Authority

Date

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

Date