

GOVERNMENT OF THE DISTRICT OF COLUMBIA

ADMINISTRATIVE ISSUANCE SYSTEM

Mayor's Order 2015-162

June 11, 2015

SUBJECT: Establishment - Undergrounding Project Consumer Education Task Force

ORIGINATING AGENCY: Office of the Mayor

By virtue of the authority vested in me as Mayor of the District of Columbia by section 422(11) of the District of Columbia Home Rule Act, approved December 24, 1973, 87 Stat. 790, Pub. L. No. 93-198, D.C. Official Code § 1-204.22(11) (2014 Repl.), it is hereby **ORDERED** that:

I. ESTABLISHMENT

There is hereby established within the executive branch of the government of the District of Columbia the Undergrounding Project Consumer Education Task Force ("**Task Force**").

II. PURPOSE

The Task Force shall monitor the implementation by the District Department of Transportation and the Potomac Electric Power Company of the consumer education and outreach provisions of the DC Power Line Undergrounding ("**DC PLUG**") education plan. Based on consumer feedback, the Task Force shall, as necessary, advise the District Department of Transportation and the Potomac Electric Power Company on ways to better educate consumers on the implementation of DC PLUG to best achieve responsive and reliable communication throughout the project lifecycle.

III. FUNCTIONS

The Task Force shall:

1. Monitor implementation of the consumer education and outreach provisions of the DC PLUG education plan, to help ensure that the communication and engagement needs of the power line undergrounding initiative are achieved;
2. Advise the DC PLUG project team on the structure, content, and distribution of materials designed to educate and inform the public on DC PLUG project planning, implementation timelines, potential consumer impacts, and work progress;

3. Contribute guidance on the proper development of a community input management system that includes transparent information on how to submit community comments, questions, recommendations, and complaints and procedures for internally processing, tracking, and following up on input received through the system;
4. Recommend improvements to the undergrounding process based on consumer feedback and complaints filed with the Task Force, the DC PLUG project team, or Task Force entities; and
5. Transmit to the Public Service Commission ("**Commission**") the reports required by section VI.C of this Order.

IV. MEMBERSHIP

Members of the Task Force shall be appointed by the Mayor and shall include:

1. The City Administrator, or the City Administrator's designee, who shall serve as chairperson of the Task Force.
2. A representative from the Office of the Deputy Mayor for Planning and Economic Development;
3. A representative from the District Department of Transportation;
4. A representative from the Potomac Electric Power Company;
5. A representative from the Public Service Commission;
6. A representative from the Office of the People's Counsel;
7. A representative from the Apartment and Office Building Association of Metropolitan Washington;
8. A representative from D.C. Climate Action;
9. An Advisory Neighborhood Commissioner from Ward 3;
10. An Advisory Neighborhood Commissioner from Ward 4;
11. An Advisory Neighborhood Commissioner from Ward 5;
12. An Advisory Neighborhood Commissioner from Ward 7;
13. An Advisory Neighborhood Commissioner from Ward 8; and

14. Any additional representatives of District government agencies deemed appropriate by the Mayor.


V. TERMS


- A. Each member of the Task Force shall serve throughout the execution of the Triennial Underground Infrastructure Improvement Projects Plan, approved by the Commission on November 12, 2014, unless earlier removed by the Mayor. Task Force members shall serve at the pleasure of the Mayor.
- B. New Task Force members may be appointed to support a second Triennial Underground Infrastructure Improvement Projects Plan, as applicable.
- C. A vacancy on the Task Force shall be filled in the same manner that the original appointment was made.
- D. Members of the Task Force shall not be entitled to reimbursement for expenses incurred in the performance of their duties as Task Force members and shall not be compensated for time expended in the performance of those duties.

VI. ADMINISTRATION

- A. The Office of the City Administrator shall manage and coordinate the work of the Task Force.
- B. Meetings of the Task Force shall be held at such times and locations as are designated by the chairperson. For the initial six (6) months of DC PLUG implementation, the Task Force shall meet monthly. Thereafter, the Task Force shall meet at least quarterly. Each meeting shall include a period of time for the public to comment on issues being considered by the Task Force.
- C. The Task Force shall submit reports to the Commission that include DC PLUG education and engagement performance issues identified by the Task Force, consumer communication improvement recommendations from the Task Force, and Task Force meeting minutes. For the initial six (6) months of Task Force operations, reports shall be transmitted monthly to the Commission. Thereafter, reports shall be submitted quarterly.
- D. The District Department of Transportation shall provide administrative support to the Task Force.

VII. **EFFECTIVE DATE:** This Order shall become effective immediately.


MURIEL BOWSER
MAYOR

ATTEST: 
LAUREN VAUGHAN
SECRETARY OF THE DISTRICT OF COLUMBIA