

## POSITION DESCRIPTION

### I. IDENTIFYING INFORMATION

Class Title:	Engineer V
Position No.:	<b>121797</b>
Department:	Commerce Consumer Affairs
Division:	Public Utilities Commission
Branch:	Office of the Executive Officer
Section:	Engineering
Geographic Location:	Downtown

### II. INTRODUCTION

The Public Utilities Commission ("Commission") regulates all chartered, franchised, certificated, and registered public service companies operating in the State of Hawaii that provide electricity, telecommunication, gas, private water and wastewater, motor and water carrier transportation services and other entities as required by law. The Commission has statutory authority to enforce applicable state statutes, and to establish and enforce administrative rules and regulations, and to set policies and standards.

The Office of the Executive Officer administers the daily operations of the Commission; and plans, directs, and coordinates the work of the Commission staff as authorized and appropriate.

The Engineering Section provides engineering support services for the Commission's regulatory programs; evaluates the compliance of regulated public utilities with respect to applicable rules, statutes, and orders; and provides technical engineering data, reports, and staff advisory services to support energy, gas, water, and wastewater-related analyses, policies and regulation.

Enacted by Act 166 in 2012, the Hawaii State Legislature created new sections under Hawaii Revised Statute Chapter 269, which provides a framework for the establishment of a Hawaii Electricity Reliability Administrator (HERA). The HERA's role is to ensure the reliable and resilient design and operation of the Hawaii electric system on a continuous basis, with an initial focus on the systems operated by the Hawaiian Electric Companies. Under the authority of the Commission, the HERA establishes effective and transparent Reliability Standards and oversees interconnection-related matters affecting Hawaii's electric systems, with the goal of maintaining safe and efficient grid operations for all users. Pursuant to HRS § 269-142, the HERA's scope also includes non-utility entities that operate on electric systems (i.e., independent power providers, ancillary service providers, etc.).

The primary purpose of this position is to provide engineering support for the

Commission's activities, including review of dockets, and ensuring compliance with established rules, standards, and orders. Duties and responsibilities include evaluating the compliance of regulated entities with applicable rules, statutes and orders; reading, synthesizing, and summarizing technical information; reviewing technical analyses performed by others; analyzing information, data, trends, and scenarios; and proposing potential solutions to current and developing issues and trends in the regulatory environment.

### III. MAJOR DUTIES AND RESPONSIBILITIES

#### A. Engineering and Analytical Services for Evaluating Utility Plans, Operations, and Performance 50%

1. Coordinates technical engineering studies, compiles, and integrates data provided by other staff specialists relative to financing of capital improvements and plant replacement, cost of operations and establishment of rates and auditing studies on cost of operations in the various types of public utility and transportation businesses [1][2].
2. Examines and makes appropriate recommendations for decision as to capital improvement plans and requests submitted by public utility and transportation businesses, reviews blueprints, specifications; evaluates plans and determines efficiency and effectiveness of production, capacity, and safety compliance, including projected cost of maintenance, depreciation valuations and replacements [1][2].
3. Directs development of preventive maintenance and safety programs; prescribes safety engineering codes, devices and personal and other protective equipment requirements to safeguard employees, and the public from hazardous facilities and services provided by the utility and transportation industries; develop rules and regulations concerning safety education and training programs; conduct safety education talks and demonstrations on safety operating practices; direct program of safety inspection, investigation and enforcement of regulations governing safety requirements [1][2].
4. Develops rules, regulations and general orders governing plant improvements, expansions and additions, depreciation guidelines for same, including regulations governing purchase power agreements and other operational agreements made by the regulated industries [1][2].
5. Conducts studies, prepares comments or other actions for review and action by the commission relative to industry activities concerning fuel oil clauses, line extension policies, service standards, sale purchase, merger and consolidation of various businesses, operational transactions with subsidiaries, affiliates, depreciation rates and

depreciation reserve, physical inventory and valuation practices [1][2].

6. Initiates reports and makes recommendations for action by the Commission on matters, which may not otherwise be brought to its attention [1][2].
7. Investigates and enforces compliance with all orders pertaining to engineering and safety regulations of the commission and take appropriate action; investigates complaints as to service failure, charges or fees paid for various types and kind of service to determine reasonableness, negligence, convenience, etc. [1][2].
8. Assists legal counsel in the interpretation of engineering matters to be incorporated or pursued in Public Utilities Commission hearing, legal actions and provide expert engineering testimony at formal Public Utilities Commission hearings [1][2]

**B. Engineering and Analytical Services for Compliance** 35%

1. Performs engineering tasks in connection with the investigation of system design, construction, maintenance, and operation of regulated entities [1][2].
2. Serves as a team member or project lead for major or complex projects undertaken by the Commission, particularly on the technical and engineering aspects of the project. [1][2]
3. Investigates issues relating to regulated entities; reports such issues with recommended corrective measures to the supervising engineer, responsible utility, and other involved agencies [1][2].
4. Provides technical support as needed, to resolve complaints or respond to inquiries [1][2].
5. Responds to inquiries from the public and other agencies with respect to the engineering-related operations of the Commission [1][2].
6. Maintains records; and prepares and presents reports, as necessary, on these complaints and inquiries [1][2].
7. Conducts investigations and studies, and prepares reports, on matters relating to overhead line construction and other service standards prescribed for gas, electric and telecommunication utilities and other rules and regulations adopted by the Commission for regulated entities [1][2].
8. Monitors and assures the compliance of utilities with existing service quality,

reliability, and safety standards [1][2].

9. Recommends and assists in developing new standards when conditions merit [1][2].
10. Participates in routing and special programs necessary to assure the safety of facilities constructed and operated by the utilities [1][2].
11. Reviews agreements that encumber utility property and/or allow for the joint use of the property by another regulated or non-regulated entity [1][2].
12. Evaluates the utilities' short and long-term facility and resource planning, to assure reliable service and the integration of alternative resources, as appropriate [1][2].

**C. Inspection Services** 10%

1. Conducts inspections of facilities and installations of regulated entities for determination of the physical inventory and valuation for the purpose of establishing or verifying fixed capital and depreciation reserve amounts used in the rate base of the utility or for the purpose of estimating market value of replacement costs [1][2].
2. Investigates physical property and conducts studies regarding capital expenditures associated with the applications for the issuance of securities. [1][2]

**D. Other Related Duties** 5%

1. Prepares oral and written reports as appropriate [1][2].
2. Attends meetings, seminars, trainings, etc. as assigned relating to the regulated entities [1][2].
3. Keeps abreast of current and emerging engineering developments [1][2].
4. Performs other duties as required or instructed [1][2].

ADA Indicators:

- [1] The performance of this function is the reason that the job exists.
- [2] The number of other employees available to perform this function is limited.
- [3] The function is highly specialized and the employee is hired for special expertise or ability to perform this function.

#### **IV. CONTROLS EXERCISED OVER THE WORK**

##### **A. Supervisor:**

**Position No :** 34164    **Class Title:** Engineer VI

##### **B. Nature of Supervisory Control Exercised Over the Work.**

The supervisor provides broad and general direction as to the scope of work and policies to be applied. The employee seeks assistance from the supervisor only on precedent-setting actions. The supervisor does not check the accuracy of individual work assignments but does check to make sure that the Commission's goals and objectives are met.

##### **C. Nature of Available Guidelines Controlling the Work.**

1. Policy and Procedural Guides Available: Hawaii Revised Statutes, Hawaii Administrative Rules, Budget and Finance Administrative Policies & Procedures Manual, Governor's Administrative Directives, Comptrollers Memorandums, Finance Memorandums and Executive Directives as applicable.
2. Use of Guidelines: Guidelines are used as references and referred to as needed. The incumbent is expected to understand and apply pertinent laws, rules and regulations, policies and procedures, directives and other applicable guidelines.

#### **V. REQUIRED LICENSES, CERTIFICATES, ETC.**

Possession of Hawaii State certificate or registration as a professional engineer.

## **VI. RECOMMENDED QUALIFICATIONS REQUIREMENTS**

### **A. Knowledge**

Same knowledge requirements as stated in the class specifications for the Engineer V class.

### **B. Skills/ Abilities**

Same knowledge requirements as stated in the class specifications for the Engineer V class.

### **C. Education**

Same knowledge requirements as stated in the class specifications for the Engineer V class.

### **D. Experience**

Same knowledge requirements as stated in the class specifications for the Engineer V class.

## **VII. TOOLS, EQUIPMENT AND MACHINES**

Personal computers and related software, databases, scanners, photocopiers, facsimile machines, telephones, and other related office equipment as required.

## **VIII. WORKING CONDITIONS**

As needed, this position may be required to work beyond normal business hours to meet the frequent deadlines with short turnaround times; and to travel off-island.