

## Backup Facilities Standard Drafting Team

July 23, 2007

### Conference Call Notes

#### 1. Administrative Items

##### a. Introductions and Quorum

Sam Brattini, Chair, brought the call to order at 1100 on July 23, 2007. Call participants were:

Sam Brattini, Chair	Tom Bowe	Kevin Conway
Glenn Kaht	Barry Lawson	Sara McCoy
Allen Phelps	John Procyk	James Vermillion
Ed Dobrowolski, NERC		

Sam Holeman has changed his status from member to observer due to the press of other duties including his recent selection as Vice Chair of the Operating Committee.

##### b. NERC Antitrust Compliance Guidelines — Ed Dobrowolski

There were no questions on the NERC Antitrust Compliance Guidelines.

##### c. Review Meeting Agenda & Objectives — Sam Brattini

The objective of the meeting was to begin the review of the draft material sent in by those who had action items to complete sections of the document and if possible, to combine and aggregate the wording where it made sense.

#### 2. Review Draft Language

##### a. Applicability — Sara McCoy and Blaine Dinwiddie

There was considerable discussion on the applicability of the TO and the GOP. The GOP was not included in the original draft as it was thought they were covered by the inclusion of the BA. Not all team members agreed with this approach. The TO's role was not considered by the team in the original draft of the document. It was agreed to postpone

any final decision on the applicability of these entities until the team could discuss them in Omaha.

If the GOP is to be included as an applicable entity, it seems clear that some limitations based on size will be required to prevent placing an undue burden on smaller entities. Sara McCoy offered to work with Blaine Dinwiddie on coming up with a straw man statement to cover this.

*AI* – Sara and Blaine will work on a draft statement to limit the applicability of smaller GOP's if we decide to include the GOP as an applicable entity. This is due for the Omaha meeting.

**b. R1 — Sam Brattini**

It was decided that the current R1 was basically duplicated in R6. It was also decided that it was not necessary to place requirements in a standard to dictate the type of assessment that entities must perform when looking at loss of control center situations. Therefore, this section was deleted.

**c. R2 — Tom Bowe**

After reviewing the material and comparing it to R3 & R4 as well as parts of R6, it was decided to take a new approach to the structure of this document. The new structure will be as follows:

- R1 – Procedures
- R2 – General Requirements
- R3 – RC Specific Requirements
- R4 – TOP Specific Requirements
- R5 – BA Specific Requirements
- R6 – GOP Specific Requirements (if needed)

It was noted that R4 & R5 may well end up with the same list of requirements and if so, they could be combined.

With the submittal of the previous action items, the material to complete the new structure and alignment is mostly in place. Sam Brattini and Ed Dobrowolski will work on re-formatting the material to match the new structure and then distribute it to the team for review.

*AI* – Sam Brattini and Ed Dobrowolski will prepare a draft of the new structure for the standard and distribute it to the team for review on the next conference call.

**d. R3 & R4 — Sam Holeman**

After reviewing the material and comparing it to R2 as well as parts of R6, it was decided to take a new approach to the structure of this document as described above.

**e. R6 — Sara McCoy**

After reviewing the material and comparing it to R2, R3 & R4, it was decided to take a new approach to the structure of this document as described above.

### **3. Next Steps — Sam Brattini**

An additional conference call will be scheduled prior to the next meeting for the purpose of reviewing the new structure to the document.

### **4. Schedule Next Meeting**

- a. Conference call and web ex – Wednesday, August 15, 2007 from 1100 to 1500 EDT. Details will be sent out separately.
- b. The next face-to-face meeting will be in Omaha, NE on August 29-30, 2007. Hotel details and logistics have been provided.

### **5. Review Action Items & Project Schedule — Ed Dobrowolski**

The following action items were developed during this call:

- Sara and Blaine will work on a draft statement to limit the applicability of smaller GOP's if we decide to include the GOP as an applicable entity. This is due for the Omaha meeting.
- Sam Brattini and Ed Dobrowolski will prepare a draft of the new structure for the standard and distribute it to the team for review on the next conference call.

The project remains on schedule at this time.

### **6. Adjourn**

Sam Brattini, Chair, adjourned the call at 1430.