

## Meeting Agenda

### Project 2007-02 Operating Personnel Communications Protocols (COM-003-1) Standard Drafting Team

August 16, 2012 | 1:00–2:30 p.m. ET

ReadyTalk Web Supported Conference Call

Dial-in: 1.866.740.1260 | Access Code: 6510903 | Security Code: 005678

#### **Administrative**

1. **Welcome, introductions, and chair's remarks**
2. **NERC Antitrust Compliance Guidelines and public announcement**

Participants are reminded that this meeting is public. Notice of the meeting was posted on the NERC website and widely distributed. The notice included the number for dial-in participation. Participants should keep in mind that the audience may include members of the press and representatives of various governmental authorities, in addition to the expected participation by industry stakeholders.

3. **Review agenda, roster, and project schedule**

#### **Agenda**

1. **Review results of the COM-003-1 Initial Ballot and address the response to comments**
  - a. Review comments and results of the quality review (QR).
  - b. Discuss and determine the response to QR.
  - c. Develop consensus on QR recommendations.
  - d. Incorporate any changes into the standard, measurements, Violation Security Levels, etc.
  - e. Webinar content and FAQ.

**2. Next steps**

- a. Prepare the standard for posting.
- b. Discuss and confirm schedule including possible webinar.

**3. Future meetings**

A full team meeting is to be scheduled for October 2-4, 2012 in Valley Forge, PA to review ballot results and to respond to comments.

**4. Adjourn**