

## Meeting Agenda Vegetation Management SDT — Project 2007-07

**February 10, 2009 | 8 a.m.–5 p.m. CST**

**February 11, 2009 | 8 a.m.–5 p.m. CST**

**February 12, 2009 | 8 a.m.–5p.m. CST**

**February 13, 2009 | 8 a.m.–noon CST**

Oncor Electric Delivery

Electric Service Building (ESB room 1025)

115 W. 7<sup>th</sup> Street

Fort Worth, TX 76102

### **Conference Call Information:**

**Note:** The information below is the same for all 4 days.

Phone: (866) 289-4175

Participant Code: 6310586983

### **WebEx Information:**

Topic: VMSDT WebEx

Password: standards

<https://nerc.webex.com/mw0304/mywebex/default.do?siteurl=nerc>

## DAY ONE AGENDA

### **1. Administrative (8–8:30 a.m.)**

#### **a. Introductions (Attachment 1 — SDT Roster)**

The chair, Richard Dearman will welcome everyone to the meeting and review the agenda.

#### **b. Purpose**

The Standard Drafting Team (SDT) is working on:

FAC-003-2 — Transmission Vegetation Management

The meeting's goal is to complete the following by day four:

- complete the reviews of industry comments to the initial posting of FAC-003-2,
- as necessary, modify the standard to improve consensus, and
- prepare a first draft of responses to each question.

**2. Antitrust Guidelines (Attachment 2) (8:30–8:35 a.m.)**

The standards coordinator, Harry Tom, will review the Antitrust Guidelines.

**3. Complete Review of Comment Summaries for Questions 3, 11, and 18 and Revisit 8, 9 and 16. (Attachments 3a–f) (8:35 a.m.–noon)**

The SDT will complete its review of summaries that sub teams developed for question #3, 11 and 18 and the concerns on 8, 9 and 16 that were recently noticed. The review task includes capturing the major theme(s) of comments and a recommendation for potential response(s) to them, including recommendation for modifying any of the requirements in the draft standard.

**4. Develop Potential Changes to the Draft Standard (1–5 p.m.)**

The SDT is to develop potential changes to the draft standard FAC-003-2 based on responses to comments to questions 1, 2, 8, 10, 12, 13, 16, and 17. These are the questions with the least controversial issues.

In the process of developing the list, the SDT shall weigh the technical rationale for FAC-003-2 as written against the technical rationale for the proposed changes. Decisions to retain or revise the standard shall be explained in the Consideration of Comments document.

## DAY TWO AGENDA

**5. Set-up and Review of the Day Two Agenda (8–8:30 a.m.)**

The agenda for the second day of this meeting is to develop SDT responses to comments from industry on the initial posting of FAC-003-2. The goal is to complete a first draft of responses to Questions 1, 2, 8, 10, 12, 13, 16, and 17 by 4 p.m.

**6. Collectively Develop a Response for Question 1 and 2 of FAC-003-2 Consideration of Comments (Attachment 4) (8:30–10 a.m.)**

The SDT will work collectively on these two responses for the Consideration of Comments document.

**7. Sub Teams Work Separately on Questions 8, 10, 12, 13, 16, and 17. (10 a.m.–noon; Lunch; resume 1–4 p.m.)**

The Chair will form sub-teams and assign them the task of developing draft responses to selected questions. Sub-team grouping and questions assignments will depend on number of break-out rooms and number of team members present in person and via WebEx.

**8. Convene Entire SDT (4–5 p.m.)**

The sub-teams rejoin with the entire SDT to report on progress and any issues encountered during their separate drafting sessions.

## DAY THREE AGENDA

**9. Set-up and Review of the Day Three Agenda (8–8:10 a.m.)**

The agenda for the third day of this meeting is to develop SDT responses to comments from industry on questions 3, 4, 5, 7, 9, 11, and 15. The goal is to complete a first draft by 4:30 p.m.

**10. Develop Potential Changes to the Draft Standard (8:10 am–12:15 pm; lunch 12:15–1 p.m.; resume 1–3:30 p.m.)**

The SDT is to develop potential changes to the draft standard based on response to comments to Questions 3, 4, 5, 7, 9, 11, and 15.

**11. Develop Draft Responses to 3, 4, 5, 7, 9, 11, and 15 (3:30–5 p.m.)**

Sub-teams will be assigned to develop draft responses to 3, 4, 5, 7, 9, 11, and 15 based on changes in draft standard prepared earlier in the day by the SDT.

## DAY FOUR AGENDA

**12. Set-up and Review Meeting Progress (8–noon)**

The agenda for the fourth day of this meeting is to review all standard changes and SDT responses to comments from industry on questions 15 and 11. The goal is to have a complete first draft of this work by end of day four or develop a work plan to complete the assignments prior to the next meeting in Tucson, AZ.

**b.a. Update Project Schedule and Implementation Plan (Attachment 5)**

The SDT will review the project schedule and implementation plan and determine if any changes are needed.

**b. Next Actions**

The SDT will identify its next meetings.