

# Meeting Notes

## Project 2016-EPR-01 PER

### Enhanced Periodic Review Drafting Team

October 24, 2016 | 1:00 p.m. - 5:00 p.m. ET

Conference Call

#### Administrative

##### 1. Introductions

The meeting was brought to order by Darrel Richardson at 1:00 p.m. ET, Monday, October 24, 2016. Chair Patti Metro welcomed the team and observers and provided an overview of the facilities. She then reviewed the agenda. Participants in attendance were:

Name	Company	Member/ Observer
Patti Metro (chair)	NRECA	Member
Brad Perrett	Minnesota Power	Member
Danny Johnson	Excel	Member
Heather Morgan	EDPR	Member
Jeff Sundvick	WAPA	Member
Carolyn W. Wilson	Duke Energy	Member
Jimmy Womack	SPP	Member
Michael Hoke	PJM	Member
Ken Hubona	FERC	Observer
Darrel Richardson	NERC	NERC Staff
Candice Castaneda (phone)	NERC	NERC Staff
Guy Zito (phone)	NPCC	Observer

Name	Company	Member/ Observer

**2. Determination of Quorum**

The rule for NERC Standard Drafting Team (SDT or team) states that a quorum requires two-thirds of the voting members of the SDT. A quorum was achieved as all eight of the nine members were present.

**3. NERC Antitrust Compliance Guidelines and Public Announcement**

NERC Antitrust Compliance Guidelines and public disclaimer were reviewed by Darrel Richardson. There were no questions.

**4. Review Roster**

Darrel Richardson noted there have been no changes to the roster.

**Agenda**

**1. Review and revise PER-003-1 EPR document**

The team reviewed the EPR template for standard PER-003-1. The team agreed that the information contained in the document was accurate and did not need any revisions.

**2. Review and revise PER-004-2 EPR document**

The team reviewed the EPR template for PER-004-2. The team made several modifications to the language in the document. The team decided that Brad Perett would revise the language in the document for Requirement R2 and that Darrel Richardson would revise the language for Requirement R1.

The revised documents would be sent to the team for their review within the next couple of weeks. The team also agreed to providing any suggested modifications to the documents by COB November 30, 2016. Darrel R. would then send the documents to Guy Zito for his review and he would let Darrel know what the next steps would be (meeting with the SRT or posting).

**3. Action Items**

- a. Darrel Richardson will revise the language in the EPR template for PER-004-2 Requirement R1.
- b. Brad Perett will revise the language in the EPR template for PER-004-2 Requirement R2.

- c. Heather Morgan, Danny Johnson and Michael Hoke will provide language for the EPR template discussing why PER-004-2 Requirement R1 should be retired.

4. **Future meeting(s)**

- a. Conference calls:

5. **Adjourn**

The meeting adjourned at 3:30 p.m. ET on October 24, 2016.