

Meeting Notes IRO Five-Year Review Team

June 3, 2013 | 3:00 – 4:00 p.m. ET

Meeting Dial-in Information:

Phone: 1-866-740-1260 | Meeting Code: 7686935 | Security Code: 060313

Introduction

1. Team Introductions

Each participant introduced themselves on the call stating the company they work for, industry experience, involvement with standard drafting teams and/or other NERC-related working groups, etc.

Participants:

Laura Hussey - NERC	✓	John Mulhern – Con Ed.	✓	Kevin Shred - MISO	✓
Laura Anderson - NERC	✓	Ronald Parsons - Southern	✓	Dave Souder - PJM	✓
Stephen Crutchfield - NERC	✓	Robert Rhodes - SPP	✓	Dave Thomas - WECC	X
Tony Jankowski – WE Energies	✓	Ed Rudder - TVA	✓	Scott Watts – Duke Energy	✓
Susan Morris - FERC	✓	X was not on the conference call			

2. Confirm receipt of documents

Received:

Laura Anderson - NERC	✓	John Mulhern – Con Ed.	✓	Kevin Shred - MISO	X
Stephen Crutchfield - NERC	✓	Ronald Parsons - Southern	✓	Dave Souder - PJM	X
Tony Jankowski – WE Energies	✓	Robert Rhodes - SPP	✓	Dave Thomas - WECC	X
Susan Morris - FERC	✓	Ed Rudder - TVA	✓	Scott Watts – Duke Energy	✓

X

These individuals had not received the May 22nd email from Laura Anderson that included the zip files containing the IRO standards to be reviewed, the 5-year review templates, the issues list, and the P81 spreadsheet for the IRO standards. Laura re-sent the email to those individuals during the meeting. Please let Laura know if you still have not received.

3. Discuss Action Plan

- Laura Anderson, Stephen Crutchfield, and Laura Hussey covered the IRO Five-Year Review Team (FYRT) Action Plan and timeline.
- The IRO FYRT Action Plan includes, but not limited to, reviewing various IRO standards, addressing outstanding directives, applying five-year review questions and principles for results-based standards, considering P81 criteria, and determining whether there is a need for the team to write a SAR to modify any of the IRO Standards. Action Plan and dates need to consider meeting the NERC BOT goals for the FYRT by first quarter 2014. There is a sense of urgency within NERC to complete the five-year reviews in order to meet these goals.
- Laura Anderson sent an email to the team members during the meeting on the “Five-Year Review FAQs” to use as a resource document.
- Timeline for the IRO FYRT:
 - Each IRO FYRT Member needs to submit their responses to the questions in the “Five-Year Review Templates” for each standard in the scope of the project by COB on July 8, 2013.
 - Tentative dates have been scheduled for a two day face-to-face meeting on July 16-17, 2013 or July 17-18, 2013.
 - Tentative date scheduled on July 24, 2013 for a conference call to discuss finalizing the plan before the posting.
 - Tentative date scheduled on August 5, 2013 to post IRO FYRT recommendations i.e., affirm, revise, or withdraw IRO standards for Industry 45-day comment period.
 - 45-day comment period may include an industry webinar and/or workshop if necessary.
 - IRO FYRT may need to have face-to-face meeting in September 2013.
 - IRO FYRT will need to make presentation to the Standards Committee at their October 17, 2013 meeting or at their November 2012 meeting. Documents for October 17, 2013 Standards Committee meeting are due by October 3, 2013.
 - Meet goal of submitting to the NERC BOT during the 1st quarter of 2014.

4. NERC Staff Comments

- Laura Hussey discussed that the IRO FYRT can summarize comments submitted by the industry instead of having to provide individual responses.
- Industry is seeking output from the process to address P81 requirements.
- FYRT can make recommendations on IRO Standards not in the scope of the project if it makes sense to include i.e., combine, retire, etc.
- A White Paper may need to be considered if there are items recommended by the IRO FYRT that are not in the scope of the project.
- Reported IRO FYRT web page is still under development.

5. Future meeting dates/times

- IRO FYRT considering possible locations for the face-to-face meeting on July 16-17 or July 17-18, 2013.
- FYRT conference call on July 24, 2013 – Tentative.
- FYRT face-to-face meeting in September 2013 – Tentative.

6. Action Items

- Laura, Robert, and Scott checking on conference room availability in Atlanta, Little Rock, and Charlotte for FYRT face-to-face meeting in July 2013.
- These individuals need to let Stephen Crutchfield and Laura Anderson know of availability ASAP so arrangements and travel plans can be made.
- Each team member needs to submit their responses to the questions in the “Five-Year Review Templates” for each standard in the scope of the project by COB on July 8, 2013.
- Each team member needs to review and consider items in the IRO P81 spreadsheet when responding to questions in the “Five-Year Review Templates.”

7. Adjourn

The meeting adjourned at 4:03 p.m. ET.