

IVGTF Action Items on Face to Face Meeting for December 4

| | Action Items | Responsible Member |
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| 1. | Provided milestone dates through Gant chart. Gave three weeks allowance prior to NERC's submission deadline to OC/PC's secretary when seeking an endorsement. | All agreed on the schedule on 12/4/09 Austin meeting. |
| 2. | Share the PC/OC link schedule to all members. | Rhaiza Villafranca sent on 12/7/09 |
| 3. | Send Hardev and copied all members prior to OC/PC meeting an updated copy of the Gant Chart as agreed by all members. | Rhaiza sent on 12/7/09 |
| 4. | Share the NERC's IVGTF process for approval of IVGTF task reports. | Rhaiza with Mark Lauby's guidance |
| 5. | Mark L. to reach out to IEEE on the standards needed, and clarify with IEEE how the document can be shared within IVGTF economically and clarify other provisions on sharing information. | Mark L. |
| 6. | Send registration needed for Mary Johannis' replacement. | Rhaiza – coverage needed: Task Force 1-2 O'Malley & Milligan & with Task Force 1-4 John Adams |
| 7. | Dariush S. team lead for 3-1 task force requests NERC to take a lead to collect a page about the latest variable generation technology from all manufacturers. This information will be compiled to create a handbook of technologies and stored in the web as a library of technologies. | RAPA |
| 8. | Schedule a meeting for team leaders to review and create a process of vetting on the team's coordination. | Rhaiza |