

Meeting Notes

Operating Personnel Communications Protocols SDT Project 2007-02

Monday, June 15, 2009 | 1:00 p.m. – 5 p.m. EDT

Tuesday, June 16, 2009 | 1:00 p.m. – 5 p.m. EDT

Wednesday, June 17, 2009 | 1:00 p.m. – 5 p.m. EDT

Attendees:

- Harvie D. Beavers (phone)
- Mark Bradley (phone)
- Mike Gandolfo (phone)
- Leanne Harrison (phone)
- Tom Irvine
- James McGovern (phone)
- Wayne Mitchell (phone)
- Lloyd Snyder
- John Stephens
- Fred Waites (phone)
- Harry Tom

1. Reviewed agenda

2. Reviewed Antitrust Compliance Guideline

3. Discussed FERC comments from May 28, 2009 meeting in DC.

- a. Revised R5 and relocated it to follow R1
- b. Updated “English only” and CST requirements to apply to verbal and written communication
- c. Updated the measures and VSLs to reflect changes to aforementioned requirements

4. Decided to add in VSLs to the first posting version

- a. Moved all VSLs for “binary” requirements under the Severe violation level.

5. **Discussed project schedule**
6. **Discussed SAR and list of other Standards Requirements that pertain to communication**
 - a. Inserted the list as a table into the Comment Form with an added column to the right to note the disposition of each item.
7. **Revised Implementation Plan**
8. **Discussed reintroduction of full Alert Level Guide to COM-003-1**
 - a. Harry will update the latest version of the ALG for use in COM-003-1 by Friday June 19, 2009.
 - b. A conference call is planned for 2 hours June 23, 2009 starting at 1PM ET to review ALG revision.
9. **Set future meetings**
 - a. August 18-20, 2009 Washington DC?
 - b. September 15-17, 2009
 - c. October 20-22, 2009
 - d. November 17-19, 2009
 - e. December 15-17, 2009
10. **Adjourned**