

Meeting Agenda

Project 2007-02 Operating Personnel Communications Protocols (COM-003-1) Standard Drafting Team

June 13, 2013 | 1:30 – 4:30 p.m. ET

Conference Call with ReadyTalk Web Access

Dial-in: 1.866.740.1260 | Access Code: 6510903 | Security Code: 005678

Administrative

1. **Welcome, introductions and chair's remarks**

2. **Determination of Quorum**

The rule for NERC Standard Drafting Team (SDT) states that a quorum requires two-thirds of the voting members of the SDT.

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

Participants are reminded that this meeting is public. Notice of the meeting was posted on the NERC website and widely distributed. The notice included the number for dial-in participation. Participants should keep in mind that the audience may include members of the press and representatives of various governmental authorities, in addition to the expected participation by industry stakeholders.

4. **Review Current Team Roster**

5. **Review Meeting Agenda and Project Schedule**

Agenda

1. **Complete COM-003-1, draft 6**

a. Presentation and discussion of results of follow on informal outreach based on proposed options formulated by Operating Personnel Communication Protocols (OPCP) SDT on the May 30, 2013 conference call. (Responses will be aggregated by informal outreach team, ERO and supervised by the OPCPSDT chair prior to the June 13, 2013 meeting.)

i. Present consolidated responses from informal outreach team

ii. OPCPSDT and informal outreach team organize, prioritize and consider additional comments from the trades

iii. Discuss comments

1. If consensus is apparent, incorporate or reject recommended revisions as appropriate

2. If consensus requires additional discussion assign sub team working group to develop proposal for OPCPSDT review and decision
 - iv. Additional proposals from OPCPSDT: Please add if you want to advocate a proposal not listed.
 - b. Incorporate any changes into the standard, measurements, Violation Security Levels, etc.
 - c. Additional concerns from informal outreach, if any.
2. **Next Steps**
 - a. Conduct email ballot if there is not a quorum.
 - b. Prepare the standard for COM-003- 1 QR and fourth successive ballot.
 - c. Discuss and confirm schedule going forward.
3. **Future Meeting(s)**
 - a. There is a tentative meeting/webinar scheduled for June 26, 2013.
 - b. Proposed late July (23-25, 2013) meeting to consider comments for recirculation ballot and prepare for BOT and FERC filing
4. **Adjourn**