

Agenda

Standards Committee Process Subcommittee

Conference Call

July 19, 2018 | 11:00 a.m. – 1:00 p.m. Eastern

Dial-in: 1-415-655-0002 | Access Code: 739 559 790 | Meeting Password: 071918

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Introduction and Chair's Remarks

NERC Antitrust Compliance Guidelines and Public Announcement*

Agenda Items

1. **Review Meeting Agenda and Objectives**
2. **Consent Agenda - (Approve)**
 - a. June 12, 2018 Standards Committee Process Subcommittee (SCPS) Meeting Notes*
3. **Review current roster***
4. **Review SCPS Work Plan*- (S. Bodkin)**
 - a. Current SCPS Activities
 - i. Identify, Maintain, Prioritize and Categorize Standards Resources Documents
 - ii. 'Single Portal' Quality Review
5. **Review of the Standards Resource Document***
6. **Standards Committee Meeting (July 18, 2018) - (S. Bodkin)**
 - a. Discuss Work Plan
 - b. Updates
7. **Discussion Items - (All)**
8. **Review of Actions/Assignments - (A. McMeekin)**
9. **Future Meetings**
 - a. Conference Calls:
 - i. August 23, 2018 —Conference Call | 2:00 - 4:00 p.m. Eastern
 - b. Meetings in coordination with Standards Committee:
 - i. September 12, 2018— Sacramento, CA (SMUD) | 1:00 p.m. – 5:00 p.m. Pacific

10. Adjourn

*Background materials included.

Antitrust Compliance Guidelines

I. General

It is NERC's policy and practice to obey the antitrust laws and to avoid all conduct that unreasonably restrains competition. This policy requires the avoidance of any conduct that violates, or that might appear to violate, the antitrust laws. Among other things, the antitrust laws forbid any agreement between or among competitors regarding prices, availability of service, product design, terms of sale, division of markets, allocation of customers or any other activity that unreasonably restrains competition.

It is the responsibility of every NERC participant and employee who may in any way affect NERC's compliance with the antitrust laws to carry out this commitment.

Antitrust laws are complex and subject to court interpretation that can vary over time and from one court to another. The purpose of these guidelines is to alert NERC participants and employees to potential antitrust problems and to set forth policies to be followed with respect to activities that may involve antitrust considerations. In some instances, the NERC policy contained in these guidelines is stricter than the applicable antitrust laws. Any NERC participant or employee who is uncertain about the legal ramifications of a particular course of conduct or who has doubts or concerns about whether NERC's antitrust compliance policy is implicated in any situation should consult NERC's General Counsel immediately.

II. Prohibited Activities

Participants in NERC activities (including those of its committees and subgroups) should refrain from the following when acting in their capacity as participants in NERC activities (e.g., at NERC meetings, conference calls and in informal discussions):

- Discussions involving pricing information, especially margin (profit) and internal cost information and participants' expectations as to their future prices or internal costs.
- Discussions of a participant's marketing strategies.
- Discussions regarding how customers and geographical areas are to be divided among competitors.
- Discussions concerning the exclusion of competitors from markets.
- Discussions concerning boycotting or group refusals to deal with competitors, vendors or suppliers.

- Any other matters that do not clearly fall within these guidelines should be reviewed with NERC's General Counsel before being discussed.

III. Activities That Are Permitted

From time to time decisions or actions of NERC (including those of its committees and subgroups) may have a negative impact on particular entities and thus in that sense adversely impact competition. Decisions and actions by NERC (including its committees and subgroups) should only be undertaken for the purpose of promoting and maintaining the reliability and adequacy of the bulk power system. If you do not have a legitimate purpose consistent with this objective for discussing a matter, please refrain from discussing the matter during NERC meetings and in other NERC-related communications.

You should also ensure that NERC procedures, including those set forth in NERC's Certificate of Incorporation, Bylaws, and Rules of Procedure are followed in conducting NERC business.

In addition, all discussions in NERC meetings and other NERC-related communications should be within the scope of the mandate for or assignment to the particular NERC committee or subgroup, as well as within the scope of the published agenda for the meeting.

No decisions should be made nor any actions taken in NERC activities for the purpose of giving an industry participant or group of participants a competitive advantage over other participants. In particular, decisions with respect to setting, revising, or assessing compliance with NERC reliability standards should not be influenced by anti-competitive motivations.

Subject to the foregoing restrictions, participants in NERC activities may discuss:

- Reliability matters relating to the bulk power system, including operation and planning matters such as establishing or revising reliability standards, special operating procedures, operating transfer capabilities, and plans for new facilities.
- Matters relating to the impact of reliability standards for the bulk power system on electricity markets, and the impact of electricity market operations on the reliability of the bulk power system.
- Proposed filings or other communications with state or federal regulatory authorities or other governmental entities.

Matters relating to the internal governance, management and operation of NERC, such as nominations for vacant committee positions, budgeting and assessments, and employment matters; and procedural matters such as planning and scheduling meetings.

Public Announcements

Conference call:

Participants are reminded that this conference call is public. The access number was posted on the NERC website and widely distributed. Speakers on the call should keep in mind that the listening audience may include members of the press and representatives of various governmental authorities, in addition to the expected participation by industry stakeholders.

Meeting Notes

Standards Committee Process Subcommittee

June 12, 2018 | 1:00 – 5:00 p.m. Eastern

Introduction and Chair's Remarks

Standards Committee Process Subcommittee (SCPS or Subcommittee) Chair S. Bodkin called the duly noticed meeting to order at 1:00 p.m. Eastern and welcomed everyone to Atlanta. The members and observers then introduced themselves.

NERC Antitrust Compliance Guidelines and Public Announcement

A. McMeekin reviewed the NERC Antitrust Compliance Guidelines and the public meeting announcement.

Review Meeting Agenda and Objectives (Item 1)

S. Bodkin reviewed the meeting agenda and objectives. There were no changes made to the agenda.

Consent Agenda (Item 2)

The meeting notes from May 8, 2018 were approved by unanimous consent.

Review SCPS Roster (Item 3)

One edit is required to the roster to correct the beginning year of R. Shu's term to 2017. Twelve of the thirteen members were present so quorum was achieved.

Review the SCPS Work Plan (Item 4)

- a. S. Bodkin reported that revisions to Sections 6, 7, and 11 of the SPM (based on stakeholder feedback) were completed and would be presented to the Standards Committee for authorization to post.

Review the Standards Resource Document (Item 5)

L. Oelker presented the Standards Resource Document (Matrix). There are currently six documents with pending actions (they are color-coded in the Matrix).

Review revisions to Sections 6, 7, and 11 of SPM (Item 6)

L. Oelker presented the one-pager requesting the SC's authorization to post, as well as the redlined SPM. Linn also stated that the SCPS subgroup had completed its review of NERC staff's responses to stakeholder comments and proposed several edits. The edits were presented and NERC staff agreed with the changes. L. Perotti, NERC Legal Advisor for the SCPS, will review and incorporate the changes in the Response to Comments document.

Review revisions to: “Roles and Responsibilities: Standards Drafting Team Activities” (Item 7)

J. Hagen presented the one-pager requesting the SC’s approval of the revised document. The periodic review yielded no significant revisions, primarily grammatical and punctuation edits.

Review: “Identify, Maintain, Prioritize, and Categorize Standards Resources Documents” (Item 8)

E. Skiba presented the one-pager requesting the SC endorse the scope of the project to identify, maintain, prioritize, and categorize standards resources documents.

Items Slated for Presentation at June 13, 2018 Standards Committee Meeting (Item 9)

- a. Introduction of new SCPS Members
- b. Update on SCPS Work Plan
- c. Present revised document: “Roles and Responsibilities: Standards Drafting Team Activities” for approval
- d. Present project “Identify, Maintain, Prioritize, and Categorize Standards Resources Documents” for endorsement

Discussion Items (Item 10)

- a. G. Zito mentioned that the ‘Single Portal’ on the Standards webpage needs to be reviewed and updated to reflect new NERC initiatives such as Compliance Guidance. S. Bodkin asked for volunteers to serve on this ad hoc quality review team. R. Shu volunteered to serve as Chair of the team. Other members that volunteered to serve were J. Loewer, M. Bailey, and M. Harward.

Action Items/Assignments

- a. A. McMeekin to send list of members that volunteered to serve on ad hoc quality review team to S. Bodkin.
- b. S. Bodkin will communicate with the ad hoc quality review team.

Future Meetings

- a. Conference Calls:
 - i. July 26, 2018 — Conference Call | 2:00 – 4:00 p.m. Eastern
 - ii. August 23, 2018 — Conference Call | 2:00 – 4:00 p.m. Eastern
- b. Meetings in coordination with Standards Committee:
 - i. September 12, 2018 — Sacramento, CA (SMUD) | 1:00 p.m. – 5:00 p.m. Pacific

Adjourn

S. Bodkin adjourned the meeting at 1:58 p.m. Eastern.

Attachment 1

Last	First	Company	Member/Observer
Bailey	Michael	American Electric Power	M
Bodkin	Sean	Dominion Resources Services, Inc.	M
Barfield-McGinnis	Scott	NERC	O
Brytowski	Michael	Great River Energy	O
Casuscelli	Amy	Xcel Energy	O
Gowder	Chris	Florida Municipal Power Agency	M
Gugel	Howard	NERC	O
Hagen	John	Pacific Gas and Electric Company	M
Hammons	Daniela	CenterPoint Energy Houston Electric	M
Harward	Matthew	SPP, Inc.	M
Lanehome	Ken	BPA	O
Loewer	Jill	Utility Services	M
Lynch	Linda	NextEra/FP&L	O
Malozewski	Paul	Hydro One Networks Inc.	M
McMeekin	Al	NERC	N/A
Oelker	Linn	LG&E and KU	M
Perotti	Lauren	NERC	N/A
Rueckert	Steve	WECC	M
Shu	Ruida	Northeast Power Coordinating Council	M

Skiba	Ed	MISO	M
Webb	Douglas	Kansas City Power & Light (KCP&L)	O
Zito	Guy	NPCC	O

Standards Committee Process Subcommittee (SCPS) Roster

July 2018

Term	Participant	Entity
2018–19	Sean Bodkin (Chair)	Dominion Resources Services, Inc.
2017–18	Jennifer Flandermeyer (Vice Chair)	Kansas City Power & Light (KCP&L)
2018–20	Michael Bailey	American Electric Power
2018–19	Chris Gowder	Florida Municipal Power Agency
2018–19	John Hagen	Pacific Gas and Electric Company
2018–20	Daniela Hammons	CenterPoint Energy Houston Electric, LLC
2018–20	Matt Harward	Southwest Power Pool, Inc.
2018–20	Jill Loewer	Utility Services, Inc.
2018–20	Paul Malozewski	Hydro One
2017–18	Linn Oelker	LG&E and KU
2017–18	Steve Rueckert	Western Electricity Coordinating Council
2017–18	Ruida Shu	Northeast Power Coordinating Council
N/A	Al McMeekin (NERC Standards)	NERC
N/A	Lauren Perotti (NERC Legal Advisor)	NERC

Version	Date	Description
1.0	02/13/14	Initial Posting.
2.0	05/19/14	Added B. Buckley, R. Crissman, B. Hampton, L. Jones, and E. Skiba. Removed B. Walker (NERC).
3.0	06/03/14	Added terms.
4.0	09/16/14	Replaced E. Chanzas (NERC) with K. Street (NERC). Replaced S. Tyrewalla (NERC) with W. Edwards (NERC).
5.0	02/04/15	Removed G. Zito, B. Hampton, and R. Rhodes.
6.0	03/25/15	Replaced W. Edwards (NERC) with A. Wills (NERC). Removed M. Benson (NERC).
7.0	04/30/15	Added J. Bussman, J. Flandermeyer, and J. Smith.
8.0	01/07/16	Replaced K. Street (NERC) with S. Crutchfield (NERC). Removed L. Lee, L. Jones, K. Porterfield, and J. Tarantino. Identified P. Heidrich as Chair and B. Li as Vice Chair.
9.0	08/09/16	Replaced S. Crutchfield (NERC) with M. Bunch (NERC). Replaced A. Wills (NERC) with L. Perotti (NERC). Added C. Gowder, J. Hagen, S. Bodkin, R. Shu, and R. Sporseen.
10.0	03/31/17	Replaced M. Bunch (NERC) with L. Harkness (NERC). Removed J. Bussman, R. Crissman, and P. Heidrich. Identified B. Li as Chair.
11.0	1/31/18	Replaced L. Harkness (NERC) with A. McMeekin (NERC). Removed B. Li. Identified S. Bodkin as Chair and J. Flandermeyer as Vice Chair.
12.0	05/10/18	Added M. Bailey, D. Hammons, M. Harward, J. Loewer, and P. Malozewski.
13.0	07/02/18	Removed Ed Skiba.

Standards Committee Process Subcommittee Work Plan (SC Endorsed Project Scopes)				
Task	General Scope of Task	Task Initiated	Target Completion	Status/Remarks
<p>1. Revisions to NERC Standard Processes Manual (SPM)</p> <p>a. Section 6: Processes for Conducting Field Tests and Collecting and Analyzing Data</p> <p>b. Section 7: Process for Developing an Interpretation</p> <p>c. Section 11.0: Process for Approving Supporting Documents</p> <p>Linn Oelker (Lead) Jennifer Flandermeyer Steve Rueckert Chris Gowder Sean Bodkin Guy Zito (consulting) Lauren Perotti (NERC Legal)</p>	<p>a. Develop and propose recommendations to the SC for revisions and/or modifications to the SC Charter Section 10 and Section 6 of the Standard Processes Manual (SPM), which will address the coordination and oversight involvements of the NERC technical committees.</p> <p>b. Develop and propose recommendations to the SC for revisions and/or modifications to the Interpretation Process in Section 7 of the SPM which will improve the effectiveness and efficiency of (i) validation of a request for Interpretation (RFI), and (ii) development of an interpretation of an approved Reliability Standard or individual Requirement(s) within an approved Reliability Standard.</p> <p>c. Develop and propose recommendations to the SC for revisions and/or modifications to the Technical Document Approval Process in Section 11 of the SPM.</p>	July 2015	July 2018 (completed)	<p>A report to the SC regarding next steps was provided at the June 14 SC meeting.</p> <p>Draft has been posted for stakeholder comment and ballot.</p>

Standards Committee Process Subcommittee Work Plan (SC Endorsed Project Scopes)				
Task	General Scope of Task	Task Initiated	Target Completion	Status/Remarks
<p>2. Standing task to review/revise resource documents</p> <p>Documents to be updated in next 6 months:</p> <p>i. <i>Roles and Responsibilities: Standards Drafting Team Activities</i></p> <p>John Hagen (Lead) Sean Cavote Linda Lynch Douglas Webb</p> <p>ii. <i>Three documents are slated for retirement and one is being revised as part of the SPM revisions project</i></p>	<p>Per the resource document matrix and periodic update process approved by the SC, review the current version of all resource documents and update them as necessary.</p>	<p>December 2017</p> <p>June 2017</p>	<p>May 2018 (completed)</p> <p>July 2018 (pending current ballot of SPM changes)</p>	<p>Approved</p> <p>Documents to be retired after SPM is revised (cont'd):</p> <ul style="list-style-type: none"> - Approving a Field Test Associated with a Reliability Standard;

Standards Committee Process Subcommittee Work Plan (SC Endorsed Project Scopes)				
Task	General Scope of Task	Task Initiated	Target Completion	Status/Remarks
3. Standing task to review/revise resource documents (cont'd)				<p>Documents to be retired after SPM is revised (cont'd):</p> <ul style="list-style-type: none"> - Procedure document: Approving the Posting of Reliability Standard Supporting References; - Procedure document: Processing Requests for an Interpretation; <p>Document to be updated in conjunction with SPM changes:</p> <ul style="list-style-type: none"> - Guideline document: Guidelines for Interpretation Drafting Teams.

Standards Committee Process Subcommittee Work Plan (Completed Projects)

Task	General Scope of Task	Task Initiated	Target Completion	Status/Remarks
Review/Revise Periodic Review Assessment Template	Review the current version of the periodic review template and revise it as appropriate	May 2017	Completed January 17, 2018 w/approval by SC	Ruida Shu (Lead) Jennifer Flandermeyer Laura Anderson Sean Bodkin
Reliability Standard Quality Review Form	Per the resource document matrix and periodic update process approved by the SC, review the current version of all resource documents and update them as necessary.	March 2017	Completed w/approval by SC January 17, 2018	Ed Skiba (Lead) Sean Bodkin Soo-Jin Kim

Agenda Item 5
Standards Committee Process Subcommittee
July 19, 2018

Resources for Standards		Today is: July 9, 2018		Approved by SC December 9, 2015			
DOCUMENT TITLE	DOCUMENT OWNER	Document Last Revised	Age of Document (in Months)	Periodic review frequency (months)	Party responsible for periodic review and proposed updates:	Overdue by (months):	Notes / Comments
Reliability Standard Quality Review Form	STANDARDS COMMITTEE (SC)	September 23, 2015	34	24	SCPS	10	7/9/18 - still posted on Standards Resources web page. 1/17/18 - retirement approved by SC.
Standards Committee Process Subcommittee (SCPS) Scope	SCPS	October 22, 2014	45	60	SCPS	CURRENT	
Acceptance Criteria of a Reliability Standard [Quality Objectives]	STANDARDS COMMITTEE (SC)	January 18, 2017	18	24	SCPS	CURRENT	
Approving Errata in an Approved Reliability Standard	STANDARDS COMMITTEE (SC)	March 15, 2017	16	24	SCPS	CURRENT	
SC Procedure - NERC Glossary of Terms Used in Reliability Standards Definition Development Procedure	STANDARDS COMMITTEE (SC)	December 9, 2014	43	24	SCPS	19	7/9/18 - still posted on Standards Resources web page. Retired by SC 12/6/17.
Drafting Team Reference Manual	STANDARDS COMMITTEE (SC)	October 19, 2016	21	24	SCPS	CURRENT	
Guidance Document for Management of Remanded Interpretations	STANDARDS COMMITTEE (SC)	January 18, 2017	18	24	SCPS	CURRENT	
Standard Drafting Team Scope	STANDARDS COMMITTEE (SC)	December 6, 2017	7	24	SCPS	CURRENT	
Standards Committee Charter	STANDARDS COMMITTEE (SC)	September 14, 2016	22	24	SCPS	CURRENT	9/7/17 SC meeting - during next update, the SC charter should reflect the requirement in ROP 3D that SC members must be an RBB member.
Standards Committee Guideline - Drafting Team Nominee Selection Criteria	STANDARDS COMMITTEE (SC)	March 14, 2018	4	24	SCPS	CURRENT	7/9/18 - not yet posted to Standards Resources web page.
Technical Rationale for Reliability Standards	STANDARDS COMMITTEE (SC)	June 14, 2017	13	24	TBD	CURRENT	
Roles and Responsibilities: Standards Drafting Team Activities	STANDARDS COMMITTEE (SC)	June 13, 2018	1	24	SCPS	CURRENT	6/13/18 - SC approved revised document.
Standards Committee Guideline - Approving a Field Test Associated with a Reliability Standard	STANDARDS COMMITTEE (SC)	March 10, 2008	124	24	SCPS	100	3/8/16 SCPS meeting - This document will be retired after SPM changes and will require SC approval to retire.
Reliability Functional Model Function Definitions and Functional Entities	STANDARDS COMMITTEE (SC)	November 30, 2009	103	24	FMAG	79	Being reviewed by FMAG.
Guidelines for Interpretation Drafting Teams	STANDARDS COMMITTEE (SC)	September 19, 2013	58	24	SCPS	34	3/8/16 SCPS meeting - this document being reviewed with SPM revisions project.
SC Procedure - Approving the Posting of Reliability Standard Supporting References	STANDARDS COMMITTEE (SC)	December 9, 2014	43	24	SCPS	19	12/13/16 SCPS meeting - This document will be retired after SPM changes and will require SC approval to retire. [see SCPS recommendations for SPM section 11, SC 9/23/2015, 21(b)2]
SC Procedure - Processing Requests for an Interpretation	STANDARDS COMMITTEE (SC)	December 9, 2014	43	24	SCPS	19	12/13/16 SCPS meeting - This document will be retired after SPM changes and will require SC approval to retire. [see SCPS scope document for Section 7, SC 1/21/16]
Violation Severity Level Guidelines	Standards Staff	NONE		24	Standards Staff		12/13/16 SCPS meeting - For NERC Staff owned items, block out Age and Overdue columns.
Drafting Team Nomination Form	Standards Staff	March 30, 2017		24	Standards Staff		
Periodic Review Template	Standards Staff	January 17, 2018		24	Standards Staff		
Request for Interpretation Form	Standards Staff	June 28, 2017		24	Standards Staff		
Standards Authorization Request Form	Standards Staff	January 18, 2017		24	Standards Staff		
Weighted Segment Voting Examples	Standards Staff	November 4, 2009		24	Standards Staff		
Reliability Principles	Standards Staff	March 18, 2010		24	Standards Staff		
Nomination Form Standard Drafting Team	Standards Staff	January 28, 2014		24	Standards Staff		
Time Horizons	Standards Staff	April 15, 2014		24	Standards Staff		
FERCs Criteria for Approving Reliability Standards from Order 672	Standards Staff	May 16, 2014		24	Standards Staff		
Market Principles	Standards Staff	May 16, 2014		24	Standards Staff		
Standards Development Process - Participant Conduct Policy	Standards Staff	May 16, 2014		24	Standards Staff		
Ten Benchmarks of an Excellent Reliability Standard	Standards Staff	May 16, 2014		24	Standards Staff		
Violation Risk Factors	Standards Staff	May 16, 2014		24	Standards Staff		
Reliability Standards Suggestions and Comments Form	Standards Staff	June 12, 2014		24	Standards Staff		
Request to Develop a Definition Form	Standards Staff	August 29, 2014		24	Standards Staff		
Results-Based Reliability Standard Development Guidance	Standards Staff	August 29, 2014		24	Standards Staff		
NERC Standards Numbering System	Standards Staff	July 1, 2015		24	Standards Staff		