

NERC

NORTH AMERICAN ELECTRIC
RELIABILITY CORPORATION

Standing Committee Coordination Group Scope Document

July 7, 2021

RELIABILITY | ACCOUNTABILITY



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SCCG Scope Document

Standing Committee Coordination Group

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Purpose

The Standing Committee Coordination Group (SCCG or Committee) is an advisory committee that supports coordination between the North American Electric Reliability Corporation (NERC) standing committees (including the Reliability Issues Steering Committee, Personnel Certification Governance Committee, Standards Committee, Compliance and Certification Committee, and Reliability and Security Technical Committee) on cross-cutting matters of importance to bulk power system (BPS) reliability, security and resilience.

The SCCG advises the NERC standing committees, NERC staff, regulators, Regional Entities, and industry stakeholders on standing committee cross-cutting initiatives to address risks to the BPS by implementing the risk framework and addressing issues identified in the risk registry and/or NERC assessments. The SCCG’s activities enhance transparency, efficiency, and effectiveness of NERC Standing Committee work, by ensuring communication and coordination on a regular basis.

See Figure 1 below for illustration of standing committee feedback loop.

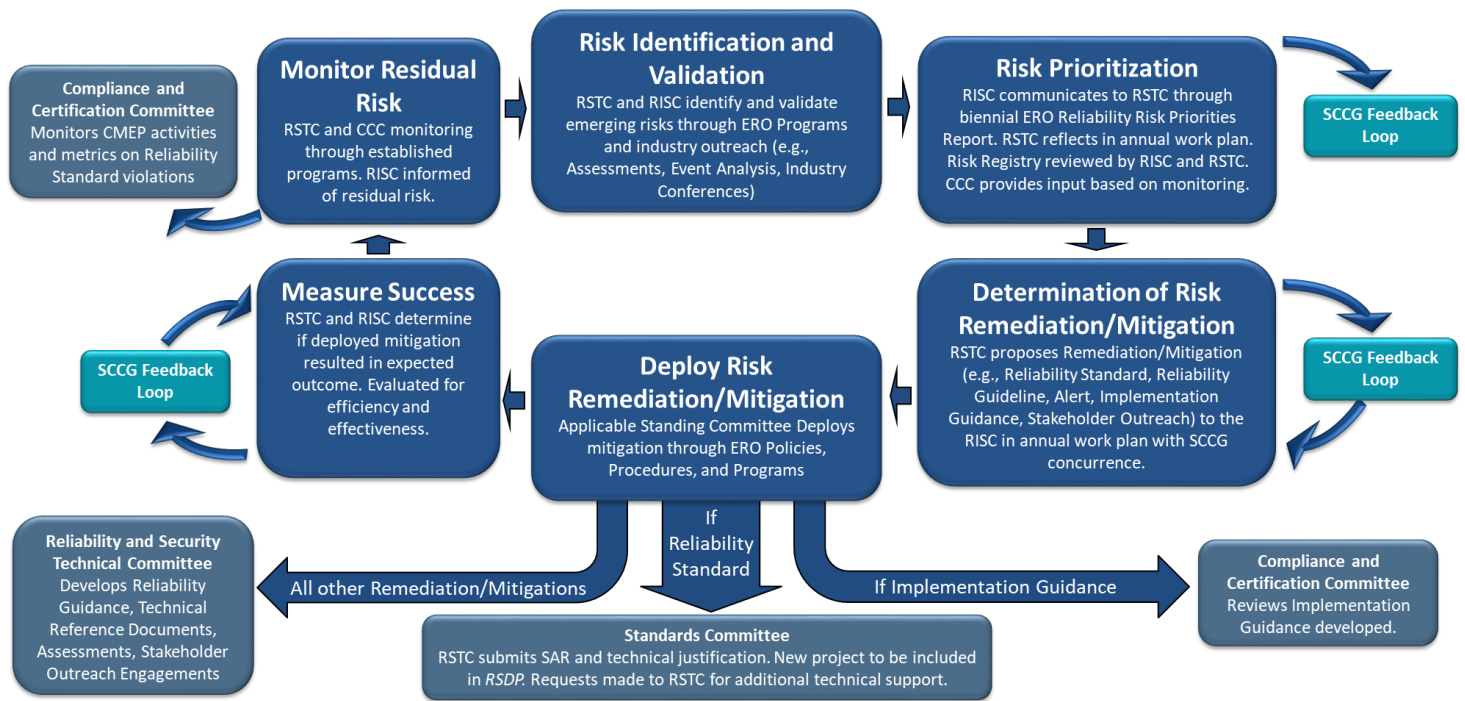


Figure 1 - Standing Committee feedback loop

Reporting

The SCCG shall provide quarterly reports to the standing committees for inclusion in their public Agenda posting on cross-cutting initiatives addressing risks to the reliability, security, and resilience of the BPS. This report shall be prepared in advance and voted on by the SCCG at the SCCG’s quarterly meetings.

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Overview and Functions

The SCCG performs two primary functions for the standing committees.

- The first function of the SCCG is to evaluate the manner in which standing committees address risks to the reliability, security and resilience of the BPS by providing a cross-cutting mitigations in a coordinated fashion. The SCCG provides strategic advice to the standing committees and others on the ERO Enterprise's holistic efforts to triage key reliability, security and resilience risks and propose solutions to manage those risks.
- Second, the SCCG provides an annual analysis of NERC initiatives to address risks to the BPS. The comparison of initiatives to ERO Enterprise priorities is designed to support the following activities:
 - Support a BPS risk registry:
 - Identification and description of risks
 - Prioritization of risks
 - Work plan to address risks
 - Status of the work plan
 - Status of risk management or monitoring
 - Feedback on mitigation activities, risk prioritization and measurement of success when addressing risks identified in the risk registry
 - Annual standing committee work plan planning and quarterly coordination

In addition, the SCCG performs such other functions that may be required.

Membership

The SCCG shall be comprised of the following members:

The Chairs and Vice-Chairs of the following NERC Standing Committees:

- Reliability Issues Steering Committee,
- Reliability and Security Technical Committee,
- Standards Committee,
- Compliance and Certification Committee, and
- Personnel Certification Governance Committee

Officers

1. **Selection of the Chairs** - The Vice-Chairs of each of the standing committees shall serve as rotating co-chairs of the SCCG, for a two-year term. The initial co-chairs shall be the Vice-Chairs of the Reliability and Security Technical Committee and Compliance and Certification Committee. They will direct the activities of the SCCG and work toward reaching consensus on all recommendations and actions.
2. **Selection and Duties of the Secretary** - NERC will appoint one senior staff person to serve as a secretary with the responsibility to:
 - a. Prepare and distribute notices of Committee meetings, record meeting proceedings, and prepare and distribute post meeting minutes and reports.
 - b. Maintain a record of all Committee proceedings, including responses, and correspondence.
 - c. Maintain Committee membership records.

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Meetings

1. **Meetings** - Meetings shall occur at least once every quarter on a timeline aligned with the NERC Board of Trustee Meeting calendar and can be in person or by conference call as determined by the co-chairs. Notices shall describe the purpose of meetings and shall identify a readily available source for further information about the meeting.
2. **General Requirements** - The Committee shall hold meetings as needed and may use conference calls or email to conduct its business.
3. **Notice** - The SCCG secretary shall announce its regularly scheduled meetings with a written notice (letter or e-mail) to all Committee members not less than ten and no more than sixty calendar days prior to the date of the meeting. This notice requirement may be shortened for special meetings by unanimous consent of the Committee members.
4. **Agenda** - The SCCG secretary shall provide an agenda with a written notice (letter, facsimile, or e-mail) for Committee meetings no less than five business days before a proposed meeting.
 - a. The agenda shall include, as necessary, background material for agenda items requiring a decision.
 - b. Items not in the agenda that require a decision cannot be added at a meeting without unanimous consent of the members present. Such items may also be deferred to the next meeting so that Committee members have time to consult with others.
5. **Quorum**. The quorum necessary for the transaction of business (*i.e.*, formal actions, if any) at meetings of the committee is a majority of the members currently on the committee roster (*i.e.*, not including vacancies). The Committee may engage in discussions without a quorum present.
6. **Proxies**. Proxies are not permitted.

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SCCG Roster – July 2021

The Chairs and Vice-Chairs of the following NERC Standing Committees:

1. Compliance and Certification Committee
 - a. Jennifer Flandermeyer, Chair
 - b. Scott Tomashefsky, Vice-Chair
 - c. Yvette Landin, Secretary
2. Personnel Certification Governance Committee
 - a. Cory Danson, Chair
 - b. Michael Hoke, Vice-Chair
 - c. Barb Nutter, Secretary
3. Reliability Issues Steering Committee
 - a. Nelson Peeler, Chair
 - b. Brian Slocum, Vice-Chair
 - c. Tina Buzzard, Secretary
4. Reliability and Security Technical Committee
 - a. Greg Ford, Chair
 - b. Rich Hydzik, Vice-Chair
 - c. Stephen Crutchfield, Secretary
5. Standards Committee
 - a. Amy Casuscelli, Chair
 - b. Todd Bennett, Vice-Chair
 - c. Alison Oswald, Secretary