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

July 17-18, 2012 | 10:00 a.m.–5:30 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. **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.

3. **Review agenda, roster, and project schedule**

**Agenda**
1. **Review results of the COM-003-1 Initial Ballot and address the response to comments**

   a.  Review comments and results of the ballot based on revised standard and RSAW

   b. Discuss and determine the response to comments

   c. Assign work on response to comments

   d. Incorporate any changes into the standard, measurements, Violation Security Levels, etc.

   e. Prepare for quality review and posting

2. **Next steps**

    a. Prepare the standard for posting

    b. Discuss and confirm Loveland, CO meeting

    c. Discuss need for a September webinar

3. **Future meetings**

    A full team meeting is scheduled for July 31 - August 2, 2012 in Loveland, CO

4. **Adjourn**