

Meeting Notes Project 2007-02 Operating Personnel Communications Protocols

October 31, 2011 | 1:00–2:00 p.m. ET

Conference Call and Webinar

Administrative

1. Introductions and attendance

Lloyd Snyder (Chair) called the Standard Drafting Team (SDT) meeting to order at 1:00 p.m. ET on Monday, October 31, 2011 and meeting logistics were reviewed. Each participant introduced themselves. Those in attendance were:

Glen Boyle, PJM Interconnection; Mike Brost, JEA; Thomas Irvine, Hydro One Networks, Inc.; Wayne Mitchell, Entergy Corporation; Darrel Piatt, FERC; Lloyd Snyder, GSOC; Steve Solis, ERCOT; Scott Barfield, NERC; and Joe Kriasiak, NERC.

2. Determination of quorum

The rule for NERC SDT states that a quorum requires two-thirds of the voting members of the SDT. A quorum was achieved as eight of the SDT members were present.

3. NERC Antitrust Compliance Guidelines and public announcement

Joe Kriasiak read and reviewed the guidelines and public announcement. No questions were raised.

4. Membership changes and roster updates

The team reviewed the roster and confirmed that it was accurate and up to date.

Agenda

1. Discussion

- Brief update on schedule and preparation for quality review, posting for comment and ballot.
- Brief overview and presentation of NERC peer review comments.
- The SDT was polled on recommendations to adopt — rejected.

2. Action items

- Joe Kriasiak will edit current draft of standard in accordance with the SDT.
- Joe Kriasiak will circulate a draft to team members for comment and discussion.
- The SDT will provide any additional concerns or comments to Joe Kriasiak.
- When the SDT confirms, Joe Kriasiak will prepare final quality review submission.

3. Future meetings

- To be determined after quality review.

4. Adjourn

- The meeting was adjourned at 2:35 p.m. ET on October 31, 2011.