

Meeting Notes

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

June 13-14, 2013

Web Supported Conference Call

Administrative

1. Introductions

The meeting was brought to order by Lloyd Snyder (chair) at 10:30 a.m. ET on Thursday, June 13, 2013. Participants were introduced and those in attendance were:

Name	Company	Member/ Observer
Lloyd Snyder (chair)	GSOC	Member
Glen Boyle	PJM	Member
Mike Brost	JEA	Member
Tom Schneider	WECC	Member
Robert Rhodes	SPP	Member
Steve Solis	ERCOT	Member
John Stephens	City Utilities of Springfield	Member
Howard Gugel	NERC	Advisor
Joseph Krisiak	NERC	Advisor
Stephen Eldridge	NERC	Observer
Michael Gandolfo	FERC	Observer
Scott Miller	SC Vice Chair	Observer
Brian Murphy	SC Chair	Observer
Vincent Le	FERC	Observer

Name	Company	Member/ Observer
Darrell Piatt	FERC	Observer
Tom Schneider	WECC	Observer

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 to be present. A quorum was achieved as seven of the eight voting members were present.

3. NERC Disclaimer and Antitrust Guidelines

The NERC Antitrust Guidelines and Disclaimer were reviewed by Joseph Kriasiak. There were no questions raised.

4. Review of Roster and Updates

The Operating Personnel Communication Protocols (OPCP) SDT reviewed the roster and noted that our FERC representative Darrell Piatt was replaced by Vincent Le. We wish Darrell the best and welcome Vincent to the OPCPSDT.

Agenda

1. Approval of Meeting Notes from Previous Meetings

The notes from the May 30, 2013 meeting were reviewed and approved.

2. Discussion

- Mr. Kriasiak reviewed the Agenda and there were no revisions or changes.
- Mr. Kriasiak acknowledged the attendance of Brian Murphy, Chair and Scott Miller, Vice Chair of the Standards Committee who are attending the meeting as the Standards Committee PMOS (Project Management Oversight) representatives for COM-003-1.
- There was a presentation of results of the informal outreach initiated on May 31, 2013 to review the draft changes incorporated at the May 6, 2013 meeting. (Responses were aggregated by informal outreach team, ERO and supervised by the OPCPSDT chair prior to the June 13, 2013 meeting.)
- The OPCPSDT and informal outreach team discussed organized, prioritized and considered comments from the trades.
- A discussion on the feedback resulted in a momentary impasse due to continued concerns over internal controls versus zero defects.

- A recommendation was offered to revert to a prior model that would require development and implementation of communication protocols and subject an entity to a severe VSL if they experienced any event listed under NERC Event Category 3.
- After discussion the SDT changed R2 and R3 language to implement protocols such that a Reliability Directive is not issued on improper-utilization of a communication protocol.
- The OPSDT supports the last series of changes and has authorized the preparation for QR and posting.

3. Action Item Review

- Mr. Krisiak will revise the draft standards and supporting documents in accordance with the approved changes to submit the COM-003-1, draft six standard to QR.
- Mr. Krisiak, will prepare the posting package for the fourth successive ballot.
- The OPCPSDT will prepare for a July 2, 2013 webinar for COM-003-1.

4. Future Meeting(s)

- Webinar on July 2, 2013.
- July 23-25, 2013 Conference Call to review ballot results and comments.
- Early to mid-July 2013 meeting to consider comments for recirculation ballot and prepare for BOT and FERC filing.

5. Adjourn

- The meeting adjourned at approximately 4:50 p.m. ET on June 14, 2013.