

Meeting Notes

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

May 30, 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 Wednesday, May 30, 2013. Participants were introduced and those in attendance were:

Name	Company	Member/ Observer
Lloyd Snyder (chair)	GSOC	Member
Glen Boyle	PJM	Member
Robert Rhodes	SPP	Member
Steve Solis	ERCOT	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
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 not achieved as only four of the nine 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 SDT reviewed the roster and confirmed that it was accurate and up to date.

Agenda

1. Approval of Meeting Notes from Previous Meetings

The notes from the May 8, 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 6, 2013. (Responses were aggregated by informal outreach team, ERO and supervised by the OPCPSDT chair prior to the May 30, 2013 meeting.)
- The OPCPSDT and informal outreach team discussed organized, prioritized and considered comments from the trades.
- A discussion on the feedback resulted in changes to COM-003-1, draft 6.
- Option A:
 - A sentence was added to the definition of Operating Instruction to distinguish an Operating Instruction from a Reliability Directive to address stakeholder confusion by dispelling the existence of overlap between the two terms.
 - The Purpose statement was changed to establish linkage with the 2003 Blackout Report.
 - The GOP and DP language in applicability was changed to add clarity and to focus the applicability to DPs and GOPs that would receive Operating Instructions.
 - Joint development of protocols among DPs, BAs, TOPs, and GOPs under their RC is required. The RC has final dispute resolution authority.

- The text box was removed and an R1 footnote was created to clarify “implementation”.
- R1.1.7 (protocol dissemination), which is unnecessary due to R1 language changes, was removed.
- All entities were combined into R2 (assess and correct requirement).
- Measures were matched to the reworded R1 and R2 requirements.
- Option B:
 - (Structured like COM-002-3)
 - The SDT unanimously voted Option B down due to its zero tolerance feature.
 - The SDT agreed with the informal outreach team’s request to post Option B for comment.
- The OPSDT supports the changes and desires to have stakeholders conduct a follow up review of the two options. The following request to stakeholders is:

The SDT has incorporated your responses and has developed a new version of COM-003-1 that they would like informal feedback on. It is Option A in the attached. Additionally, the SDT has developed an Option B, which closely parallels COM-002-3 using Operating Instructions. The SDT is seeking answers to the following questions:

1. *Would you vote affirmatively for Option A? If not, what needs to change in Option A for you to vote affirmatively?*
2. *Would you vote affirmatively for Option B? If not, what needs to change in Option B for you to vote affirmatively?*
3. *Do you prefer Option A or Option B?*

3. Action Item Review

- Mr. Krisiak will revise the draft standards in accordance with the approved changes to Option A and B from the May 30, 2013 meeting.
- Mr. Gugel will disseminate the drafts to the stakeholders for review, comment and support.
- Mr. Krisiak, Mr. Gugel, Mr. Miller, Chairman Snyder and Mr. Murphy will aggregate the responses and report the results to the OPCPSDT at the scheduled June 13, 2013 meeting.
- The OPCPSDT will discuss the results, reach consensus and make changes to the draft standard, if any, to prepare for QR and posting.

4. Future Meeting(s)

- There is a conference call scheduled for June 13, 2013.
- Potential meeting/webinar in late June 2013 – To be determined.

- Potential meeting mid-July 2013 to consider comments for recirculation ballot and prepare for BOT and FERC filing.

5. **Adjourn**

- The meeting adjourned at approximately 12:50 p.m. ET on May 30, 2013.