

## Meeting Notes

### Project 2007-02 Operating Personnel Communications Protocols Standard Drafting Team for COM-003-01

November 5, 2012

Conference Call with Web support

#### **Administrative**

##### **1. Introductions**

The meeting was brought to order by Lloyd Snyder (chair) at 1:00 p.m. ET on Thursday, November 5, 2012. Participants were introduced and those in attendance were:

Name	Company	Member/ Observer
Glen Boyle	PJM	Member
Tom Irvine	Hydro One	Member
Darrell Piatt	FERC	Observer
Lloyd Snyder (chair)	GSOC	Member
Steve Solis	ERCOT	Member
Howard Gugel	NERC	Advisor
Joseph Krisiak	NERC	Advisor

## 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 four of the nine total 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 October 23, 2012 meeting were reviewed and approved.

#### 2. Discussion

- Mr. Kriasiak reviewed the Agenda and there were no revisions or changes.
- Mr. Kriasiak presented the Ballot results for the Quality Review (QR) for the COM-003-1 alternative draft 4 standard.
- The SDT discussed and considered the comments and incorporated many changes to the standard draft 4 recommended by the QR team.
- A discussion was held over the question of whether to assign a medium or low VRF to R1 and R2. After considerable discussion and deep consideration of industry comment, the Chairman called for a team ballot. A quorum was not present at the time and the chairman directed Mr. Kriasiak to conduct an Operating Personnel Communications Protocols (OPCP) SDT email ballot. The question will be :

The OPCPSDT is to determine whether to assign a "Low" or a "Medium" VRF to COM-003-1 draft 4, R1 and R2.

SDT Voting Member	Draft 4 Low VRF	Draft 4 Medium VRF	Comments
Glen Boyle		X	A Medium might cost us some votes – but I think it is justified based on the guidelines.
Mike Brost		X	
Michael Cassiadoro		X	
Tom Irvine		X	Would prefer a low for buy in but looking at the definition medium fits
Robert Rhodes		X	
Lloyd Snyder (chair)		X	
Stephen Solis		X	
John Stephens		X	
Fred Waites		X	

The OPCPSDT voted by email –A quorum (nine of nine) was achieved and the vote is unanimous for “medium.”

The SDT reached consensus for the posting and elects to go forward.

The chair concluded the discussion and Mr. Krisiak briefed the SDT on the QR, posting and future next steps for the project.

**3. Action Item Review**

Mr. Krisiak will develop the posting package.

**4. Future Meeting(s)**

A webinar is proposed for November 27, 2012.

5. **Adjourn**

The meeting adjourned at approximately 4:30 p.m. ET on November 5, 2012.