

Meeting Notes

Project 2007-02 Operating Personnel Communications Protocols (COM-003-01) Standard Drafting Team

October 2-4, 2012

Norristown, PA

Administrative

1. Introductions

The meeting was brought to order by Chair, Lloyd Snyder at 1:00 p.m. ET on October 2, 2012. Introductions were made and those in attendance were:

Name	Company	Member/ Observer	In Person	Conference Call/Web
Glen Boyle	PJM	Member	Y	
Michael Gandolfo	FERC	Observer	Y	
Howard Gugel	NERC	Advisor	Y	
Tom Irvine	Hydro One	Member	Y	
Joseph Krisiak	NERC	Advisor	Y	
Darrell Piatt	FERC	Observer	Y	
Robert Rhodes	SPP	Member	Y	
Tom Schneider	WECC	Observer		Y
Lloyd Snyder (Chair)	GSOC	Member	Y	
Stephen Solis	ERCOT	Member		Y
John Stephans	City Utilities of Springfield	Member		Y

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 six of eight total voting members were present.

3. NERC Antitrust Guidelines and Public Announcement

The NERC Antitrust Guidelines and public announcement 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 August 16, 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 first successive ballot and the comments from industry for the COM-003-1 alternative draft 3 standard.
- The SDT discussed and considered the comments and incorporated many changes to the standard draft 4.
- The SDT had discussion on a proposal by the SDT's Ercot member, to include two questions on the next ballot and comment request form. After much discussion the chair called for a team ballot. A quorum was confirmed. The questions were:

- Do you feel that the communication protocols included in the current draft of the COM-003-1 address the Blackout Recommendation #26 and FERC Order 693 directives (paragraph 540, directives 1 and 3) cited in the SAR? If No, then please explain why.
- Do you feel the communication protocols included in the current draft of the COM-003-1 address the purpose of the SAR, "Require that real time system operators use standardized communication protocols during normal and emergency operations to improve situational awareness and shorten response time"? If No, then please explain why.

The SDT voted by roll call. The motion failed: four voting members against, two voting members in favor. The matter is considered closed.

- The SDT had a lengthy discussion on the issue of whether the communication protocols included in the current draft of the COM-003-1 should apply *solely between a Functional Entity to another Functional Entity, or Functional Entity to Functional Entity and within functional*

entities. After considerable discussion and deep consideration of industry comment, the chair called for a team ballot. A quorum was not present at the time and the chair directed Mr. Kriasiak to conduct an SDT email ballot. The question will be:

- Do you believe that the communication protocols included in the current draft of the COM-003-1 should be:
 - A. Only between a Functional Entity and another Functional Entity?
 - B. Functional Entity to Functional Entity plus within Functional Entities?
- The SDT reached consensus for the posting and elects to go forward.
- The chair concluded the discussion and Mr. Kriasiak briefed the SDT on the quality review (QR), posting and future next steps for the project.

3. Action Item Review

Mr. Kriasiak and Mr. Gugel will develop the QR package.

4. Future Meeting(s)

- A web supported conference call is proposed for October 30, 2012 to review QR recommendations.
- A webinar is proposed for November 14, 2012 in Atlanta, GA

5. Adjourn

The meeting adjourned at approximately 12:10 p.m. ET on October 4, 2012.