

## Meeting Notes

### Project 2007-02 Operating Personnel Communications Protocols Standard Drafting Team for COM-003-1

February 20-21, 2013

Conference Call with ReadyTalk Web Access

#### Administrative

##### 1. Introductions

The meeting was brought to order by the Chair at 10:00 a.m. ET on Wednesday, February 20, 2013.

Those in attendance were:

Name	Company	Member/ Observer
Tom Irvine	Hydro One	Member
Tom Schneider	WECC	Observer
Darrell Piatt	FERC	Observer
Lloyd Snyder (Chair)	GSOC	Member
Steve Solis	ERCOT	Member
Howard Gugel	NERC	Advisor
Glen Boyle	PJM	Member
Joseph Krisiak	NERC	Advisor
Michael Gandolfo	FERC	Observer
Fred Waites	Southern Co	Member
John Stephens	City Utilities of Springfield	Member
Robert Rhodes	SPP	Member
William Edwards	NERC	Observer

Name	Company	Member/ Observer
Erika Chanzas	NERC	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 nine total voting members were present.

**3. NERC Disclaimer**

The NERC Disclaimer was read by Joseph Kriasiak.

**4. NERC Antitrust Guidelines**

NERC Antitrust Guidelines were reviewed by Mr. Kriasiak. There were no questions raised.

**5. 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 January 20 - 22, 2013 meeting were reviewed and approved.

**2. Discussion**

- Mr. Kriasiak reviewed the Agenda and there were no revisions or changes.
  - Mr. Kriasiak initiated a discussion on the February 14 and 15, 2013 Communication in Operations Conference. Industry attendees:
    - recommended against combining COM-002-3 and COM-003-1 because of the stage where each is at in its development process
    - vocalized their concerns over compliance with communication protocols
    - stated the draft 4 protocols remain too prescriptive
    - were concerned with the lack of formal ERO doctrine for internal controls. The concerns are without formal guidance there is greater CEA subjectivity and increased compliance uncertainty.
  - Mr. Kriasiak pointed out that many attendees provided excellent suggestions that were incorporated in a draft 5. Version 5 was created based on the discussions, collaboration and

consensus reached at the Communication Conference. Mr. Kriasiak opened the floor for discussion on the proposed draft 5 COM-003-1 standard. Many SDT members agreed with some of the changes which extended greater flexibility to entities to develop their communication protocols. Other members stated the new version “watered down” the standard by not making COM-003-1 requirements uniform. Mr. Gandolfo and Mr. Piatt stated to the OPCPSDT that this draft of COM-003-1 is a “fill in the blank” standard as described in FERC Order 693. They stated entities now had a wide range of discretion to develop their own communication protocols and that each entity could conceivably create protocols that are so unique that communication among affected entities would be compromised. Many team members countered the protocols still maintain a uniform structure that will ensure a greater degree of consistency. Both sides presented credible arguments for their positions. After much discussion the Chairman called for a team vote on whether the proposed COM-003-1 draft 5:

- (YES) was acceptable to the OPCPSDT and is not a “fill in the blank” standard as described in FERC Order 693 or
- (NO) was unacceptable to the OPCPSDT and is a “fill in the blank” standard as described in FERC Order 693

The vote among the seven voting members was five YES votes and two No votes. Chairman Snyder gave Mr. Kriasiak permission to prepare COM-003-1 draft 5 for Quality Review. Mr. Kriasiak requested SDT volunteers to review the draft four Response to Comment changes that occurred after the Communication Conference. Mr. Boyle, Mr. Rhodes, and Mrs. Chanzas volunteered to review the report and provide corrections to Mr. Kriasiak.

- The Chairman concluded the discussion and Mr. Kriasiak briefed the SDT future next steps for the project.

### 3. Action Item Review

- Mr. Kriasiak will develop the proposed draft 5 and generate necessary documents to prepare for COM-003-1, draft 5 Quality Review (QR). Target date for posting is March 5, 2013.

### 4. Future Meeting(s)

- OPCPSDT Meeting at NERC, Atlanta, GA. – April 8-10, 2013 for ballot and comment review and possible Recirculation response and posting.

### 5. Adjourn

- The meeting adjourned at approximately 1:00 p.m., ET, on February 21, 2013.