

Meeting Agenda

Operating Personnel Communications Protocols SDT — Project 2007-02

January 21, 2009 | 1–5 p.m. EST

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January 22, 2009 | 8 a.m.–5 p.m. EST

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January 23, 2009 | 8 a.m.–noon EST

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1. Administrative

a. Introductions (Attachment 1 — SDT Roster)

The chair, Lloyd Snyder will welcome everyone to the meeting and review the agenda.

b. Purpose

The Standard Drafting Team (SDT) is working on:

COM-003-1 — Operating Personnel Communications Protocols

The goal of this meeting is to finalize the following documents associated with COM-003-1 with a goal of posting the standard for a comment period as soon as practical following the meeting.

COM-003-1:

- Proposed standard
- Background and questions for comment form
- Proposed implementation plan

2. Antitrust Guidelines (Attachment 2)

The standards coordinator, Harry Tom, will review the Antitrust Guidelines.

3. COM-003-1 (Attachment 3)

- #### **a. Review information provided to FERC staff and discuss FERC staff feedback (Attachment 3a)**

The SDT will review the information provided to FERC staff and the comments provided by FERC staff with a goal of determining whether to modify any of the requirements in the draft standard.

b. Review comments from NERC staff (Attachment 3b)

The SDT will review the information provided from NERC staff with a goal of determining whether to modify any of the requirements in the draft standard.

c. Time Horizons, VRFs, and VSLs (Attachment 3c)

The SDT will review the criteria for Time Horizons, Violation Risk Factors, and Violation Severity Levels and will then discuss adding some or all of these elements to MOD-024-2 before it is posted for stakeholder comment. Under the approved standards development process, a drafting team may elect to delay posting the compliance elements of the standard until there is consensus on the requirements.

d. Update Background and Questions for Comment Form (Attachment 3d)

The SDT will review the background information and list of questions already developed for the comment form and determine whether to make any modifications before the form is used to collect stakeholder comments.

e. Update Implementation Plan (Attachment 3e)

The SDT will review the implementation plan and determine if any changes are needed before it is posted.

4. Update Project Schedule

The SDT will update its project schedule.

5. Next Actions

The SDT will identify its next meeting(s).