

Notes

Operating Personnel Communications Protocols SDT — Project 2007-02 Directives and Three-Part Communication

November 17-19, 2009

SERC Reliability Corporation

2815 Coliseum Centre Drive

Charlotte, NC

Attendees in Charlotte:	Participants on phone:
Jason Marshall, Midwest ISO Steven Myers, ERCOT ISO Tim Beach, ATC Tony Jankowski, We-Energies Mark Bradley, ITC Darrell Piatt, FERC Steve Crutchfield, NERC Howard Gugel, NERC Lloyd Snyder, GSOC Ron Parsons, Alabama Power Co. Raj Rana, AEP Gerry Adamski, NERC Mike Hardy, SOCO Transmission Mike Bryson, PJM Leanne Harrison, PJM Wayne Mitchell, Entergy Jim Case, Entergy Scott Henry, Duke Energy Harry Tom, NERC	John Stephens, City of Springfield Harvie Beavers, Mike Moon, NERC Earl Shockley, NERC Kathleen Goodman, ISO-NE Laurie Gregg, Lincoln Electric Paul Bleuss, CA-ISO Mike Gildea, SC Greg Campoli, NYISO Chris De Graffenreid Peter Galligan Mike Schiavone, NGrid Tom Irvine, Hydro One Phil Lavallee, NGrid Laura Zotter, ERCOT ISO

1. Introductions

Harry Tom welcomed everyone to the meeting. Members of three standards drafting teams and various observers participated in person and on conference call. The standards drafting teams are: Operating Personnel Communication Protocols SDT, Real Time Operations SDT and the Reliability Coordination SDT.

Harry invited Standards Committee members and NERC staff for any opening remarks. Ron Parsons and Gerry Adamski addressed the attendees and expressed the hope and expectation for an expeditious resolution of issues leading to the recent motion by the Standards

Committee to withdraw proposed standard COM-003-1 from its initial Comment Period on October 7, 2009 due to perceived process concerns.

2. Harry Tom reviewed the NERC Antitrust Compliance Guidelines.
3. Ron Parsons, a Standards Committee member, briefly reviewed the background of events that led to the convening of this meeting and then proceeded to outline a suggested plan of action.

Led by Mr. Parsons, the group discussed the issues and goal of this meeting. Ultimately, the aim is to resume the Comment Period for the OPCP SDT's proposed standard COM-003-1 as soon as practical following the meeting.

ISSUES/GOALS of today's meeting:

1. Draft a plan for the joint development of a consensus definition of "Directive" by the 3 SDTs.
 2. Determine which team should post the definition.
 3. Draft a timeline.
 - Step 1: the three SDT Chairs from OPCP, RTO, and RC SDTs to work together to define "Directive"
 - Step 2: OPCP incorporates the definition into COM-003 and continue with posting COM-003 with that definition.
 - Step 3: RTO and RC SDT takes same definition and incorporate it into their respective projects and proceed with their development work.
4. The three SDT chairs agreed to the following definition of "Reliability Directive":

"A communication initiated by a Reliability Coordinator, Transmission Operator or Balancing Authority where action by the recipient is necessary to address an actual or expected Emergency."
5. The chairs further agreed to advance this definition in the work of Project 2006-06 Reliability Coordination. The RC SDT is updating COM-002-2 and proposes to include the Glossary Term, "Reliability Directive" in COM-002-3 along with revisions to the requirement R2 of that standard. As part of their development work for Project 2006-06, the RC SDT proposes to insert the term "Reliability Directive" in a number of other NERC standards where appropriate.
6. The OPCP SDT reviewed their set of documents for posting, (Proposed COM-003-1; Comment Form, Implementation Plan and Supplemental "Disposition...") to bring them up to date and in conformance with the decisions agreed upon during this meeting.
7. In the final review of the proposed draft standard COM-003-1, the OPCP SDT made some modifications. They are as follows:

- a. Removed the definition for “Directive” and revised the definition for Interoperability Communications as follows:
 - “Communication between two or more entities to exchange reliability-related information to be used by the entities to change the state or status of an element or facility of ~~operate~~ the Bulk Electric System.”
 - b. Modified Requirement R5, R6 and Measures M5, M6 by inserting the lower case “directive”.
 - c. The SDT updated the implementation plan.
8. Howard Gugel of NERC staff led a discussion on a Request for Interpretation (RFI) of COM-002-2 requirement R2. The requesting entity is the ISO/RTO Council (IRC). The OPCP SDT is assigned the task of preparing a response to the RFI. Kathleen Goodman of ISO-NE (member of the IRC), participated on the phone during the discussions. There will be a conference call on Friday December 4, 2009 at 2PM ET to finalize the interpretation response for posting.
9. The project schedule is updated as follows.
- a. Initial Comment period – December 1 to January 15, 2010
 - b. Consideration of comments by SDT – January 19-21, 2010
 - c. Second Comment period – March 16 to April 15, 2010
 - d. Respond to second period comments and post for pre-ballot review – May 15, 2010
 - e. Ballot period – June 2010
 - f. Respond to negative ballot(s) and submit to NERC BOT for approval – August 2010 or November 2010.
10. Next Actions
- a. Harry will email the final clean and redline documents (Standard, Comment Form, and Implementation Plan) to the NERC Staff, OPCP SDT and observers on November 20, 2009. Final review by the NERC staff is expected to be completed by November 30, 2009 with the goal of posting on December 1, 2009 for a 45 day Comment Period.
 - b. During the initial Comment Period a WebEx is planned to present the draft COM-003-1 Standard to industry stakeholders on ~December 15, 2009 2-4 PM Eastern. In preparation for the WebEx, a draft slideshow is required by December 4, 2009. A finalized set of PowerPoint slides are due by December 8, 2009.
 - c. The first Comment Period is expected to close by January 15, 2010. The next full team meeting is scheduled for January 19-21, 2010 in Tampa.
 - d. In preparation for approval by NERC BOT and subsequent filing with the FERC, a draft filing document must be developed by the SDT. A meeting is anticipated for the August 2010 timeframe.
 - e. The OPCP SDT may be asked to prepare an initial draft of a Reliability Standard Audit Worksheet to support the Compliance Program. A meeting may be necessary to develop a COM-003-1 RSAW.