

## Minutes Certifying System Operators — Project 2007-04

December 16, 2009 | 8:00 A.M. - 5:00 P.M.  
December 17, 2009 | 8:00 A.M. - 5:00 P.M.  
December 18, 2009 | 8:00 A.M. – 12:00 P.M.

Doubletree Downtown Houston  
400 Dallas St.  
Houston, TX

### Administrative

1. Introductions/Attendees
  - a. Dave Carlson opened the meeting with introductions.
  - b. The following people attended the meeting:

David Carlson	Brad Calhoun
David Folk	Raymond Gross
Lauri Jones	Rob MacDonald
Patricia Metro	Fred Waites
Darrel Richardson	
2. Review NERC Antitrust Compliance Guidelines
  - a. Darrel Richardson read the NERC Antitrust Guidelines.
3. Approve and Set Timing for this Agenda.
  - a. The agenda was approved with no additions.

## Standard Development

1. Review Standard Draft #1
  - a. The standard was reviewed prior to evaluating comments received.
2. Determine Methodology for Addressing Comments
  - a. Address as a team
    - i. The team decided to address comments as one group.
  - b. Address in sub-groups
3. Address comments received
  - a. The Team developed high level responses to the comments received.
  - b. Darrel Richardson will re-write the comments into sentences and distribute to the Team for their review.
4. Determine if modifications are needed to Standard Draft #1
  - a. The Team decided to modify the standard based on comments received.
5. Modify Standard Draft #1 (if necessary) (*see attached draft standard*)
  - a. The Team made the following modifications to the standard:
    - i. The Purpose statement was modified to refer to the NERC System Operator Certification Program to provide further clarity.
    - ii. Requirements R1, R2 and R3 were modified to provide clarity as to who should be certified.
    - iii. Measure M1 was modified to provide clarity based on comments received.
    - iv. The VSLs were modified based on the changes to the Requirements.

## Action Items

1. Summarize
  - a. David Carlson and Darrel Richardson summarized the the meeting and next steps.

## Next Meeting

1. Set Date & Time
  - a) The next meeting will be scheduled once the revised standard is posted.