

Notes

Voltage and Reactive Planning and Control SAR DT — Project 2008-01

December 2, 2009 | 8:00 am– 5:00 pm MST
December 3, 2009 | 8:00 am– 5:00 pm MST

Hilton Phoenix Airport
2435 S. 47th Street
Phoenix, AZ 85034
480-894-1600

1. Administration — Steve Crutchfield

- a. NERC Anti-trust Guidelines – Mr. Crutchfield reviewed.
- b. Meeting logistics– Mr. Crutchfield reviewed.
- c. Introductions

Dave Taylor	Al McMeekin	Eugene Blick	Jason Christopher	
Joe Seabrook	Steve Scott	Stewart Rake	Kelley Knoerr	Bill Harm
John Simpson	Dave Forcum	John Kueck	Jim Robinson	
Sharma Kolluri	Ed Thompson	Christina Drake	Steve Crutchfield	

2. Review of NERC Process and SC Expectations

- a. “Getting Started” Presentation – Mr. Taylor presented information for the SAR DT regarding roles and responsibilities as well as the standard development process
- b. Review of Drafting Team Guidelines – Mr. Crutchfield reviewed the highlights of the guidelines.
- c. Review of Drafting Team Scope – Mr. Crutchfield reviewed the highlights of the scope document.

3. **Review SAR** — Mr. Robinson presented a review of reactive power and reviewed the basics of the whitepaper that was developed by the TIS. The group discussed the SAR and developed a direction for revising the SAR based on comments received. The SAR DT will limit the VAR standards to Year 1 (up to 18 months) and the TPL standard will apply to longer term planning. The SAR DT also agreed to replace the

“cluster” term with appropriate functional entities. Mr. Robinson agreed to revise the SAR overnight and provide it for review.

4. **Review and respond to comments received on SAR** — Mr. Simpson led a review of all comments on the SAR. The team discussed whether our revisions to the SAR would address the comment. The team also reviewed the redraft of the SAR that Mr. Robinson developed.
5. **Review Action Items / work plan** — The team developed the following plan:
 - a. SAR work plan
 - i. Mr. Crutchfield to send out SAR to team today. Team to review / comment by COB Monday December 14.
 - ii. Mr. Crutchfield will assemble a complete document to re-send to team by end of year.
 - iii. Team will do secondary review and finalize SAR by January 11, 2010. **Mr. Crutchfield to schedule WebEx for January 7 at 1-3 PM EST.**
 - iv. Submit second draft of SAR to TIS on January 12, 2010.
 - v. TIS to review/approve SAR at January 19-20 meeting
 - b. Consideration of Comments
 - i. Messrs. Simpson, Harm, Robinson and Crutchfield to develop responses to comments to send to team for review. December 21st.
 - ii. Team to review / comment by COB January 18, 2010.
 - iii. Finalize C of C by January 31. **Mr. Crutchfield to schedule WebEx for Friday January 29 from 11 am – 1 PM EST.**
 - c. Submit both documents for NERC Staff review February 1, 2010.
 - d. Post Second Draft of SAR by end of February, 2010.
6. **Schedule future meetings — Team**
 - a. January 7, 2010 Webinar, 1-3 PM EST
 - b. January 29, 2010 Webinar, 11 AM - 1 PM EST
 - c. April 14, 2010 (8-5) and April 15, 2010 (8-Noon) at Oak Ridge, TN.
 - d. TBD
7. **Adjourn**