

Meeting Notes

Project 2013-01 Cold Weather Preparedness SAR Standard Drafting Team

February 8, 2013

Administrative

1. Introductions – Chair remarks

The meeting was brought to order by JC Culberson, chair at 1:00 p.m. ET on Friday, February 8, 2013. The chair informed the team that his outreach to individuals has been positive.

Introductions were made and those in attendance were:

Name	Company	Member/ Observer (M/O)
JC Culberson (Chair)	ERCOT	M
Matt Averett	Southern Company	M
Jason Fisher	Minnesota Power	M
Mike Gentry	Salt River Project	M
Kevin Lynch	PSEG Power Fossil LLC	M
Ed Schnell	American Electric Power	M
Scott Barfield (Standard Developer)	North American Electric Reliability Corporation	O
Roman Carter	North American Electric Reliability Corporation	O
Clem Cassmeyer	Western Farmers Electric Cooperative	O
Nick Nenery	FERC	O
Barb Nutter (Standard Developer)	North American Electric Reliability Corporation	O

2. Determination of quorum

The rule for NERC Standard Drafting Team (SDT or team) states that a quorum requires two-thirds of the voting members of the SDT to be present. Quorum was achieved as all members were present on the call.

3. NERC Antitrust Compliance Guidelines and Public Announcement

NERC Antitrust Compliance Guidelines and public announcement were reviewed by Ms. Nutter. There were no questions.

4. Review team roster

Ms. Nutter informed the team there were no changes to the roster.

5. Review meeting agenda and objectives

The agenda and meeting objectives were reviewed.

Agenda

1. Respond to comments

The team discussed comments to increase the scope of the Standard Authorization Request (SAR). The team determined that including other types of weather events was outside the scope of the SAR and the team's purview. The FERC staff in attendance noted the direction from the FERC/NERC Staff Report on the 2011 Southwest Cold Weather Event directed the industry to address extreme cold weather only.

The team agreed it was appropriate to address the use of basic responses to the comments in the summary.

Below are the themes to address in the main summary:

- Suggestions for expanding scope
- Regional issue vs. regional variance
- Section 215 does not apply
- Explain winterization
- Administration burden
- Normal ops vs. emergency ops
- Does not belong in EOP-001
- Different weather patterns across country

The consideration of comments was completed. Individual team members will complete the summaries and then review them at the February 26-28, 2013 meeting.

2. **Next Steps**

Finalize the revised SAR, consideration of comments, reline EOP-001, implementation plan and industry webinar. Chair to present to Operating Committee meeting March 6, 2013 and Standards Committee meeting March 7, 2013.

3. **Assignments**

- Main Summary – JC Culberson
- Q1 Summary – Ed Schnell
- Q2 Summary – Jason Fisher and Kevin Lynch
- Q3 Summary – Mike Gentry
- Q4 Summary – Matt Averett
- Q5 Summary – To be determined

4. **Action Items**

- Barb Nutter to create document to capture outreach by team members
- Team members to send developer the outreach they have performed

5. **Future meeting(s)**

- February 26-28, 2013 | NERC Headquarters in Atlanta, GA
- March 19-21, 2013 | NERC Headquarters in Atlanta, GA

6. **Adjourn**

The meeting adjourned at 3:30 p.m. ET on February 8, 2013.