

## Standard Drafting Team Meeting Notes Project 2015-08 Emergency Operations

August 25, 2015 | 11:00 a.m. to Noon Eastern

### Agenda Items

#### 1. Welcome and Introductions

Standards Developer, Laura Anderson, initiated the meeting and reviewed the NERC Antitrust Compliance Guidelines, Public Announcement, Participant Conduct Policy, and Email List Policy.

The chair for the Emergency Operations Standard Drafting Team, Connie Lowe, and Laura Anderson, thanked all Members and Observers for participating and led group introductions. The following members were in attendance:

| Name               | Company   | Member/<br>Observer | Conference Call |
|--------------------|---|---------------------|-----------------|
| Connie Lowe, Chair | Dominion Resources Services, Inc.               | M                   | Conference Call |
| Bob Staton         | Xcel Energy                                     | M                   | Conference Call |
| Karen Backman      | IESO  | M                   | Conference Call |
| Matthew Beilfuss   | WEC Energy Group                                | M                   | Conference Call |
| Richard Cobb       | MISO  | M                   | Conference Call |
| Jack Thomas        | PJM Interconnection                             | M                   | Conference Call |
| Walter Ullrich     | Great River Energy                              | M                   | Conference Call |
| Laura Anderson     | North American Electric Reliability Corporation | NERC Staff          | Conference Call |
| Sam Chanoski       | North American Electric Reliability Corporation | NERC Staff          | Conference Call |
| Nina Johnston      | North American Electric Reliability Corporation | NERC Staff          | Conference Call |
| Michael Gildea     | Federal Energy Regulatory Commission            | O                   | Conference Call |
| Nick Henery        | Federal Energy Regulatory Commission            | O                   | Conference Call |

| Name           | Company  | Member/<br>Observer | Conference Call   |
|----------------|--|---------------------|-------------------|
| Ollie Burke    | Entergy  | O                   | Conference Call   |
| Mario Kiresich | Southern California Edison                                     | O                   | Conference Call   |
| Hassan Hamdar  | FRCC   | O                   | Conference Call   |
| Mark Gooden    | American Electric Power  | O                   | Conference Call   |
| Cory Danson    | Western Area Power<br>Administration – Sierra Nevada<br>Region | O                   | Conference Call   |
| Joe DePoorter  | Madison Gas & Electric Company                                 | O                   | Conference Call   |
| Bobby Crump    | Luminant Generation Co., LLC                                   | M                   | Not in Attendance |
| Jon Langford   | Southwest Power Pool   | M                   | Not in Attendance |
| Ali Miremadi   | California Independent System<br>Operator                      | M                   | Not in Attendance |
| Ken Goldsmith  | PMOS representative  | O                   | Not in Attendance |

## 2. Drafting Team Training

Drafting team training (Module I and Module II) were explained to the team. Laura Anderson determined which team members needed drafting team training (and subsequently followed up with members not in attendance) to create the following list:

1. Karen Backman
2. Matthew Beilfuss
3. Jon Langford
4. Ali Miremadi
5. Jack Thomas
6. Walter Ullrich

In addition, the following project Observers requested drafting team training:

1. Ollie Burke
2. Cory Danson

### **3. Overview of Project**

Connie Lowe presented an overview of the project and provided background on the Project 2015-02 Periodic Review of Emergency Operations.

### **4. Review of Project Action Plan**

Laura Anderson reviewed the action plan with the team, indicating Board approval date of November 2016 (and the possibility of going to the Board earlier, August 2016).

### **5. SAR Comment Report**

Connie Lowe discussed comments received during the SAR posting and indicated that no change in the scope of the SAR is indicated based on comments received. In addition, the discussion was held on drafting responses to comments and Laura Anderson was assigned to draft responses and distribute to the team for review. Connie Lowe offered to assist in the drafting of responses, as needed.

### **6. Kick-off meeting venue and dates**

Although three potential weeks were presented as options for the kick-off meeting, the majority of the team would be able to participate September 29-30 and October 1 in Atlanta. Although discussed during the meeting, the decision of meeting date/venue was determined subsequent to the meeting (after discussion with team members not in attendance) and confirmation was emailed to the plus list.

### **7. Future Meeting Dates discussion**

Discussion was held for possible dates/venue of second in-person team meeting. The first week of November in Dallas was discussed as a possibility, but not confirmed. Team and observers were encouraged to mark calendars with a placeholder for the first week of November, and decision will be made at a later time. The western part of the U.S. would be the desired venue.

### **8. Questions and Answers**

Ollie Burke asked about drafting team training and if Observers could be included in the training. Laura Anderson indicated Observers could be included and added him to the list for drafting team training.

### **9. Adjourn**

The meeting was adjourned at 11:35 a.m. Eastern on August 25, 2015.