

# Meeting Notes

## Project 2021-02 Modifications to VAR-002

September 1, 2021

Conference Call

### Administrative

#### 1. Introductions

The meeting was brought to order by the Chair, David Daniels, at 1:30 p.m. Eastern on Wednesday, September 1, 2021. Participants were introduced and those in attendance were:

Name	Company	Member/ Observer	In-person (Y/N)	Conference Call/Web (Y/N)
David Daniels	AEP	Member	N	Y
Adrian Raducea	DTE Electric	Member	N	Y
Mark Atkins	AESI	Member	N	N
Hans de Boer	Utility Services	Member	N	Y
C. Scott King	Southern Company Services, Inc.	Member	N	Y
Gabe Kurtz	TVA	Member	N	Y
Kristina Marriott	Miller Bros. Solar, LLC	Member	N	Y
Robert Staton	Public Service Company of Colorado	Member	N	N
Eric White	BHE Renewables, LLC	Member	N	Y
Carl Zindars	Duke Energy Renewables	Member	N	Y
Sean McCormick	Cypress Creek Renewables	Member	N	Y
Rebecca Moore Darrah	ACES Power	PMOS Liaison	N	Y

Name	Company	Member/ Observer	In-person (Y/N)	Conference Call/Web (Y/N)
Colby Bellville	Cooperative Energy	PMOS Liaison	N	N
Laura Anderson	NERC	NERC Staff	N	Y
James Oddy	FERC	FERC Observer	N	Y
David Plumb	TVA	Observer	N	Y
Mark Garza	First Energy Corporation	Observer	N	Y
Ruida Shu	NPCC	Observer	N	Y
Ashley Kaepplinger	AEUG	Observer	N	Y
George Brown	AEUG	Observer	N	Y
Leslie Hamby	CenterPoint Energy	Observer	N	Y

**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. Quorum was achieved as 9 of 11 total members were present.

**3. NERC Antitrust Compliance Guidelines and Public Announcement**

NERC Antitrust Compliance Guidelines and public announcement were reviewed by Laura Anderson, NERC staff. There were no questions raised.

## Agenda

1. **Review of Meeting Notes from Previous Meetings – Note:** This was the kick-off meeting to present the project and introduce the Standard Authorization Request (SAR) Drafting Team (DT); therefore, there were no previous meeting notes to review.
2. **Discussion**
  - a. NERC staff (Laura Anderson) reminded the SAR DT to complete their training and to forward their training certificates by email prior to the kick-off meeting.
  - b. Introduction and background of SAR project by NERC staff (Laura Anderson).
  - c. Overview of PMOS liaison's role during the project was presented by Rebecca Moore Darrah.
  - d. NERC staff (Laura Anderson) conducted a Q&A with the team after presenting the SAR development process.
  - e. NERC staff (Laura Anderson) provided an overview of comments received by industry.
  - f. Discussion was held regarding developing a project timeline for the development of the SAR.
3. **Action Item Review**
  - a. The SAR DT reviewed comments received during posted comment period.
4. **Future meeting(s)**
  - a. October 28, 2021 – Conference Call
5. **Adjourn**

The meeting adjourned at 2:50 p.m. Eastern on September 1, 2021.