

Meeting Notes

Project 2023-04 Modifications to CIP-003 Standard Drafting Team Meeting

January 11, 2024 | 1:00 – 3:00 p.m. Eastern

Dial-in: 1-415-655-0002 | Access Code: 734 167 043 | Meeting Password: 011124

Click here for: [WebEx Access](#)

Introduction and Opening Remarks

[NERC Antitrust Compliance Guidelines and Public Announcement*](#)
[NERC Participant Conduct Policy](#)

Administrative

1. **Review NERC Antitrust Compliance Guidelines and Public Announcement**
2. **Safety Instructions – N/A**
3. **Determination of Quorum**
 - a. The rule for NERC drafting team (DT) states that a quorum requires two-thirds of the voting members. Quorum was met with nine (9) of nine (9) members in attendance, and the attendance sheet is provided below.
4. **Introductions and Chair's Remarks** – Jay Cribb, vice chair, welcomed members and observers. He acknowledge all of the teams hard work at the December 11-12 meetings, and the progress that has been made since those meetings, especially noting the work of DT members over the holiday season.
5. **Review Meeting Agenda and Objectives**

Agenda Items

1. **Administrative** – C. Larson shared the overall timeline and results of Quality Review.
2. **CIP-003-A Revisions** – [Review industry comments](#);
 - a. S. Randles made conforming changes to Attachment 2 after the previous meeting. He shared an overview of those changes.
 - b. J. Chesney added drawings to the Technical Rationale after J. Cribb provided him the multiple drawings/figures.
 - c. The DT voted unanimously to finalize the language of CIP-003-A. The DT voted unanimously to finalize the language of the associated implementation plan for CIP-003-A.
 - d. The DT reviewed the Technical Rationale after a discussion led by J. Chesney.

- e. The DT members reviewed the Consideration of Comment.
 - f. A few DT members will conduct a final review of the Consideration of Comment and Technical Rationale by January 17.
3. Meeting adjourned at 4:45 p.m. (Day 1) and 4:00 p.m. (Day 2) Eastern

Next steps:

- Pencils down for TR and Consideration of Comment: January 17 COB (Jay, Barry, Sean, L.C.)
- Outreach: MRO NSRF (Clayton), Barry (WICF, NAGF), EEI (Jay)
- Additional ballot: January 25 – March 11
- Industry Webinar: February 20, 1:00 – 2:00 pm
- In-person meeting: late March (after comment period ends);
 - Tentative April 2 – 3 (Tuesday PM – Wednesday Full): send invite (Chris)
 - Firm up the dates and location: January 26
 - Approximately 15 people
 - Dallas, TX (Sean)
 - Lakewood, Colorado (Barry)
 - Sacramento, CA (Barry)

Attendance:

Name	Company	Member/ Observer	Present
Jay Cribb	Southern Company Services	Member	Y
Monica Jain	Southern California Edison	Member	Y
Clayton Whitacre	Great River Energy	Member	Y
Barry Jones	Western Area Power Administration	Member	Y
Robert Montgomery	Duke Energy	Member	Y
Peggy McDannald	Associated Electric Cooperative, Inc.	Member	Y
Josef Chesney	Powder River Energy Corp	Member	Y

Name	Company	Member/ Observer	Present
Sean Randles	Leeward Renewable Energy, LLC	Member	Y
L.C. Williams	Pine Gate Renewables	Member	Y