

# Meeting Notes

## Project 2021-04 Modifications to PRC-002

### Standard Drafting Team Meeting

April 28, 2022 | 1:00 – 3:00 p.m. Eastern

#### Introduction and Chair's Remarks

Chair M. Patel called the meeting to order at 1:00 p.m. Eastern. The Chair provided the Standard Drafting Team (SDT) with opening remarks and welcomed members and guests. See **Attachment 1** for those in attendance.

#### NERC Antitrust Compliance Guidelines and Public Announcement

The NERC Antitrust Compliance Guidelines, NERC Participant Conduct Policy, and the Public Announcement were presented and reviewed by S. Barfield-McGinnis who was filling in for the project secretary.

#### Agenda Items

##### 1. Prior Action Items

- a. The Chair welcomed the SDT members and the participants from the industry. All participants introduced themselves.
- b. The proposed agenda was reviewed and approved by unanimous consent.
- c. B. Wu provided COVID-19 update to the group. NERC will continue to utilize WebEx conference calls until further notice.

##### 2. Review Comments Received From The Quality Review Team – Patel/All

- a. The chair guided SDT members through a review of the proposed Implementation Plan. There were no substantive revisions to the proposed Implementation Plan.
- b. The chair moderated a review of quality review comments from NERC legal staff. For Requirement R1, there was a suggestion to reorganize the sub-parts for clarity. S. Barfield-McGinnis cautioned that reorganizing could impact entity compliance systems and internal procedures in addition to giving the appearance that more content has changed than what was in the prior version of the standard.

B. Burford desired to have a footnote reference to the Rationale document in Requirement R1. S. Barfield-McGinnis confirmed the chair's question that a footnote is not enforceable, noting that in general the footnote applies to all requirements, and that it may be better to add the reference to the end of the standards in the "Associated Documents" section. B. Burford was amendable to that solution as well as the team. Other team members suggested adding

references to the Guidelines and Technical Basis. The references were added in place of the footnote under the Application Guidelines section.

The team reviewed Requirement R13 based on quality review. NERC legal staff offered a minor reorganization similar to Requirement R1. The team declined to accept the proposal and agreed that the current organization was preferred.

Violation Severity Levels were reviewed and no issues were identified.

T. Volkmann and B. Wu were able to join the meeting at the end and obtain an update from the chair before adjourning.

### **3. Action Items**

- a. Document formatting – the hyphen between “##-calendar days” need to be removed to be grammatically correct.
- b. Need to follow up with team to determine when to host an industry webinar.
- c. The chair will distribute the draft documents to the team and request a final review and an affirmative response to the team list by Monday, May 2, 2022 at 9:00 a.m. Eastern that each team member is in approval to post for comment and initial ballot.

### **4. Other**

- a. Project documents will be finalized and turned over to the NERC Standards staff for inclusion on the May 2022 Standards Committee meeting agenda. The request will be for initial posting.

### **5. Adjournment**

Chair adjourned the meeting at 2:30 p.m. Eastern by consent.

## Attachment 1

Name	Company	Member/Observer	Date
Manish Patel	Southern Company Services	Chair	4/28/2022
Chris Milan	NewFields	Vice Chair	4/28/2022
Bret Garner Burford	American Electric Power	Member	4/28/2022
Don Burkart	Con Edison	Member	4/28/2022
Tracy Kealy	Bonneville Power Administration	Member	4/28/2022
Amy Key	MidAmerican Energy Company	Member	4/28/2022
Jacob Magee	Transmission Asset Management	Member	4/28/2022
Terry Volkmann	Volkmann Consulting	Member	4/28/2022
Dennis Fuentes-Pedrosa	FERC	Observer	4/28/2022
Ben Wu	NERC	Secretary	4/28/2022
Scott Barfield-McGinnis	NERC	Technical Advisor	4/28/2022