System Personnel Training Standard Drafting Team

August 1, 2007

WebEx Notes

Attendees:

Jim Bradley	Cesar Seymour	Ray Gross
Mike Gammon	Ed Seddon	Dave Folk
Sanjay Dutta (part-time)	Jim Bowles	John Taylor
Linda Clarke		

1. **Introductions & Meeting Objectives**

   John Taylor reviewed the agenda and explained that the goal of the WebEx was to finalize the Performance Requirements reference document, review the comments received on the Standard Requirements, and revise the Comments Form.

   John also reviewed the NERC Antitrust Compliance Guidelines.

2. **Performance Requirements Reference**

   The SPTSDT discussed the draft Performance Requirements Reference document. No changes were made to the document.

3. **Standard Draft 2 Review**

   The SPTSDT discussed some clarifying revisions to the requirements, measures, and attachments based on input from Dave Folk and feedback from the discussion among Maureen Long, Jacki Power, and Linda Clarke.

4. **Comment Form Revision**

   The group discussed questions that should be added to the Comment Form to support significant overhaul to the Measures and Violation Severity Factors, as well as the Compliance section. Questions were added to the comment form to collect stakeholder feedback in each of these three areas.

5. **Next Steps**

   The next webex/conference call will be held on August 9th, to discuss any comments on the final documents prior to the submittal to NERC staff for posting. Documents to be considered are the revised Standard, the Response to Comments, the Implementation Plan, the Comment form, and the Reference Document.