

System Personnel Training Standard Drafting Team

August 9, 2007

WebEx Notes

Attendees:

Jim Bradley	Sanjay Dutta	Ray Gross
Mike Gammon	Ed Seddon	Dave Folk
Laurel Hennebury	Rick King	Jim Bowles
Jacki Power	Linda Clarke	

1. Introductions & Meeting Objectives

Linda Clarke reviewed the agenda and explained that the goal of the WebEx was to finalize all the documents that will be posted with the second version of the standard. Linda also reviewed the NERC Antitrust Compliance Guidelines.

2. Response to Comments Final Review

The group discussed the Response to Comments document. No changes were made to the distributed document and the team agreed the Response to Comments was ready for submittal to NERC staff for review and to post for industry feedback.

3. Reference Document Final Review

The group discussed the Reference Document. No changes were made to the distributed document and the team agreed the document was ready for submittal to NERC staff for review and to post for industry feedback.

4. Comment Form Final Review

The group discussed the Comment Form. The question on the Compliance section of the standard was broken into two questions, one requesting feedback on the Compliance Monitoring Process, and the other requesting feedback on the Violation Severity Levels for each requirement. The team finalized the document for submittal to NERC staff for review and to post for industry feedback.

5. Implementation Plan Final Review

The group discussed the Implementation Plan. No changes were made to the distributed document, and the team agreed the document was ready for submittal to NERC staff for review and to post for industry feedback.

6. Standard R2 Final Review

The SPTSDDT discussed the revised standard and made minor changes to the requirements. The team discussed at length the Violation Severity Levels (VSLs), expressing concern with the lack of lower and medium VSLs. Jacki agreed to consider the team's feedback and to

provide the revised standard to the team on Friday, August 10th. The team agreed to meet on Monday, August 13th to perform their final review. Any suggested changes to the Compliance section will be forwarded to Jacki for further consideration following the meeting, with the intent to provide the final standard to NERC staff on Tuesday, August 14th.

7. Next Steps

Linda explained that she will forward the final supporting documents to NERC staff for review. Any material changes will be reviewed with the team prior to posting the documents on the NERC website.

The team will meet on Monday, August 13th from 1:00 p.m. to 3:00 p.m. Eastern Daylight Time to review the revised standard.