

## Meeting Agenda Vegetation Management SDT — Project 2007-07

**March 3, 2009 | 8 a.m.–5 p.m. MST**

**March 4, 2009 | 8 a.m.–5 p.m. MST**

**March 5, 2009 | 8 a.m.–5 p.m. MST**

**March 6, 2009 | 8 a.m.–noon MST**

Doubletree Hotel Reid Park

445 S. Alvernon Way

Tucson, AZ 85711

### **Conference Call Information:**

**Note:** The information below is the same for all 4 days.

Phone: 1(866) 289-4175

Participant Code: 6310586983

### **WebEx Information:**

Topic: VMSDT WebEx

Password: standards

<https://nerc.webex.com/mw03041/mywebex/default.do?siteurl=nerc>

## DAY ONE AGENDA

### **1. Administrative (8–8:30 a.m.)**

#### **a. Introductions (Attachment 1 — SDT Roster)**

The chair, Richard Dearman will welcome everyone to the meeting and review the agenda.

#### **b. Purpose**

The Standard Drafting Team (SDT) is working on:

FAC-003-2 — Transmission Vegetation Management

The meeting's goal is to complete the following by day four:

- modify the Standard to address industry comments and to improve consensus,
- complete final draft of responses to each question,
- prepare final VSLs for each requirement.

### **2. Antitrust Guidelines (Attachment 2) (8:30–8:35 a.m.)**

The standards coordinator, Harry Tom, will review the Antitrust Guidelines.

**3. SDT Develop Potential Changes to the Draft Standard based on comments to Question 5 and 11. (8:35 a.m.–3 p.m.)**

**4. Sub Teams will be assigned to develop draft responses to Comment Form Questions #3, 4, 5, 7, 9, 11, 15 and 18. (Attachment 3) (3–5 p.m.)**

The work groups from the meeting in Fort Worth may continue to work together. The Chair will assign the comment questions to the work groups Sub-team grouping and questions assignments may depend on number of break-out rooms and number of team members present in person and via WebEx.

The Fort Worth work groups were:

Questions 1,2,8	Questions 10,12,17	Questions 13,16
Harry Tom	Tom Andersen	Ron Adams
Richard Dearman	John Tamsberg	John Pinney
Gary White	Randy Gann	Ed Mennella
Steve Cieslewicz	Chris Young	Ron Turley
Paul Beaulieu	Randy Miller	Steve Tankersley
Steve Genua	Ken Wright	John Schechter

## DAY TWO AGENDA

**5. Set-up and review of the Day Two Agenda (8–8:30 a.m.)**

The agenda for the second day of this meeting is to continue developing SDT responses to comments from industry on the initial posting of FAC-003-2. The goal is to complete the responses to stakeholder comments in Questions #3, 4, 5, 7, 9, 11, 15 and 18 by 5 pm of Day Two.

**6. SDT to continue and complete responses to Questions #3, 4, 5, 7, 9, 11, 15 and 18 (8:30 a.m.–4 p.m.)**

**7. Convene Entire SDT (4–5 p.m.)**

The sub teams rejoin with the entire SDT to report on progress and any issues encountered during their separate drafting sessions.

## DAY THREE AGENDA

**8. Set-up and review of the Day Three Agenda (8–8:10 a.m.)**

The agenda for the third day of this meeting is to develop and finalize the Violation Severity Levels for the draft standard. The goal is to complete this task by 4:30 pm of Day Three.

**9. SDT develop and finalize the Violation Severity Levels for the draft standard. (Attachment 4 – Compliance Element Guidelines) (8:10 a.m.–5 p.m.)**

## DAY FOUR AGENDA

**10. Set-up and Review Meeting Progress (8 a.m.–noon)**

The agenda for the fourth day of this meeting is to review the changes to the Standard, the SDT responses to comments from industry with a goal to have a complete set of documents (including a revised Standard with VSLs, completed Consideration of Comments, new Comment Form) by the end of Day Four **or** develop a work plan to complete the assignments prior to the March 15, 2009.

**a. Update Project Schedule/Implementation Plan (Attachment 5)**

The SDT will review the project schedule/implementation plan and determine if any changes are needed.

**b. Next Actions**

The SDT will identify its next meetings.