

Meeting Notes

Project 2016-EPR-01 PER

Enhanced Periodic Review Drafting Team

September 21, 2016

Meeting

Duke Office

Charlotte, NC

Administrative

1. Introductions

The meeting was brought to order by Darrel Richardson at 8:00 a.m. ET, Wednesday, September 21, 2016. Chair Patti Metro welcomed the team and observers and provided an overview of the facilities. She then reviewed the agenda. Participants in attendance were:

Name	Company	Member/ Observer
Patti Metro (chair)	NRECA	Member
Lauri Jones (vice-chair)	PG&E	Member
Brad Perrett	Minnesota Power	Member
Danny Johnson	Excel	Member
Heather Morgan	EDPR	Member
Jeff Sundvick	WAPA	Member
Carolyn W. Wilson	Duke Energy	Member
Jimmy Womack	SPP	Member
Michael Hoke	PJM	Member
Ken Hubona	FERC	FERC Staff
Darrel Richardson	NERC	NERC Staff

Name	Company	Member/ Observer
Mat Bunch	NERC	NERC Staff
Candice Castaneda (phone)	NERC	NERC Staff
Guy Zito (phone)	NPCC	Observer

2. Determination of Quorum

The rule for NERC Standard Drafting Team (SDT or team) states that a quorum requires two-thirds of the voting members of the SDT. A quorum was achieved as all 9 of the members were present.

3. NERC Antitrust Compliance Guidelines and Public Announcement

NERC Antitrust Compliance Guidelines and public disclaimer were reviewed by Darrel Richardson. There were no questions.

4. Review Roster

Darrel Richardson noted there have been no changes to the roster.

Agenda

1. Enhanced Periodic Review Process and SRT Grading

Darrel Richardson and Mat Bunch discussed the enhanced periodic review process and the standing review team grading process.

2. Review PER Reliability Standards

- a. PER-001-0.2 – Operating Personnel Responsibility and Authority
Darrel Richardson explained that PER-001-0.2 was approved by FERC to be retired in the first quarter of 2017.
- b. PER-003-1 - Operating Personnel Credentials
The team reviewed and discussed the PER-003 standard requirements.
- c. Per-004-2 - Reliability Coordination – Staffing
The team reviewed and discussed the PER-004-2 standard requirements. The team noted that the requirements may be covered in other standards.

3. Update EPR Templates (PRT)

a. PER-003-1 - Operating Personnel Credentials

The team filled out the grading template for standard PER-003-1. The team noted that they felt that a clarifying footnote should be added to ensure that stakeholders (now and in the future) understand (i) the connection between the Standard and the NERC System Operator Certification Program Manual; and (ii) that the certifications referenced under PER-003-1 are those under the NERC System Operator Certification Program.

b. Per-004-2 - Reliability Coordination – Staffing

The team filled out the grading template for standard PER-004-2. The team agreed that the requirements were covered in other standards. The team reviewed several other standards to ensure that their assumptions were correct. The team voted to recommend retirement of the standard. The vote was eight for retiring and one abstention.

4. Action Items

a. Heather Morgan, Danny Johnson and Michael Hoke will provide language for the EPR template discussing why PER-004-2 Requirement R1 should be retired.

b. Brad Perrett, Jimmy Womack, Jeff Sundvick and Carolyn Wilson will provide language for the EPR template discussing why PER-004-2 Requirement R2 should be retired.

c. Patti Metro and Darrel Richardson will formalize the EPR templates.

d. The write-ups will be sent to Darrel R. no later than COB October 7, 2016. Darrel will insert the write-ups in the template and send to the team by COB October 12, 2016.

e. BAL-001-2 – The following modifications were discussed and made:

5. Future meeting(s)

a. Conference calls:

October 24, 2016 10:00 a.m. – 2:00 p.m. ET

6. Adjourn

The meeting adjourned at 5:00 p.m. ET on September 21, 2016. The second day of the meeting was cancelled due to rioting in Charlotte, NC.