NORTH AMERICAN
ELECTRIC
RELIABILITY
COUNCIL

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Backup Facilities SAR Drafting Team Conference Call

December 18, 2006

Notes

1. Administrative Items

a. Introduction of the SDT chair

Sam Brattini was approved by the SC as the chair for the BFSDT.

b. Attendance

The following members were in attendance at for the conference call. A quorum was achieved. The call was officially started at 1310.

Sam Brattini (Chair)	Kevin Conway	Sam Holeman
Charles Jenkins	Glenn Kaht	Jim Larsen
Allen Phelps	Keith Porterfield	Michael Schiavone
Ed Dobrowolski (NERC)		

c. NERC Antitrust Compliance Guidelines

The NERC Antitrust Compliance Guidelines were distributed and discussed.

d. Approve Meeting Agenda

Item 3b was moved up on the agenda due to time problems for one of the members.
Items 2b and 2c were added to the agenda.

e. Accept volunteers for vice-chair position

Members were requested to e-mail their willingness to accept the vice-chair position to both Sam Brattini and Ed.

2. Drafting Team Actions

a. Review SDT material

Ed briefly reviewed the SDT packet that was sent out prior to the meeting. This material will be used as background for the task at hand. Charles suggested that a NERC report from an EPRI Project in 1993 might be of some value and he e-mailed it to the group. In general,

anyone who has material that they think may be relevant was encouraged to distribute it to the group using the mail server. All such material will be considered as we do not want to restrict the scope of the eventual standards drafting team in any respect.

b. NERC OC BUCC Concepts Team

The NERC OC has a team currently working on the operational concepts of backup control. Sam Holeman is the chair of this group and 4 of the members also serve on this drafting team. Sam provided a brief review of the team's work efforts to date. They have crafted a definition of backup control which is paraphrased here as the ability to maintain situational awareness and reliability when the primary system is not available. They are avoiding the term 'facility' as it tends to create confusion. Emphasis is being placed on tools and capabilities, demonstrations, threat assessment and coordination with other entities (internal and external). There was a Power Point presentation made to the OC at their 2006 winter meeting. Sam distributed this to the group. The draft concepts document is due out 1/1/07 and the final document is due 9/1/07. The concepts group will share their drafts with the SDT as they become available.

c. Response to Comments

The emphasis of our first meeting will be to finalize the team's responses to the comments from the posting of the initial SAR and the creation of the second iteration of the SAR. To help speed up the process, the responses will be drafted ahead of time and distributed to the group for review prior to the first face-to-face meeting. Charles volunteered to draft the responses to question #1 comments. Allen volunteered for responses to question #2 comments. Sam Brattini will draft the responses for question #3 with help from Keith on communication issues. Responses are to be returned to Sam Brattini no later than 1/19/07. Sam B. will aggregate them and distribute them to the group for review no later than 1/24/07. It should be noted that we will be dealing with COM-001-1 and not COM-001-0 as described in the SAR.

3. Next Steps
a. Review action items

Ed will send out a revised roster and ask all members to check their contact information, returning any changes to him in red-lined fashion.

b. Schedule next meeting

The first face-to-face meeting of the BFSDT will be Wednesday, January 31, 2007 and Thursday, February 1, 2007. Since this is the first meeting and it will include a drafting team guideline presentation by NERC, two full days have been requested. The tentative meeting location is Tampa, FL. Ed will send out meeting details as soon as possible.

4. Adjourn
The call was adjourned at 1415**.**