

Minutes Coordinate Interchange SDT — Project 2008-12

March 17, 2010 | 12noon – 5pm CDT
March 18, 2010 | 8:30am – 5pm CDT
March 19, 2010 | 8:30am – 12noon CDT

NAESB Office
1301 Fannin-23rd floor
Houston, TX

1. Administration

a. Antitrust Guidelines

Andy Rodriguez reviewed the anti-trust guidelines with meeting participants.

b. Introduction of Attendees

The following members and guests were in attendance:

- Joe Gardner, Chair
- Clint Aymond
- Kelly Bertholet
- Cheryl Mendrala
- Mike Oatts
- Chris Pacella
- Paul Rice
- Leslie Williams
- Andy Rodriguez

c. The team reviewed and approved the agenda unanimously.

d. The team reviewed and unanimously approved the meeting notes from the October and February meetings.

2. Discuss Schedule

Andy reviewed the next steps in the Reliability Standards Development Process with the team members.

3. Review of Comments

The team reviewed the responses to the comments received on the draft standards and made changes as needed. Based on feedback from the industry on the assignments to the RC and TOP, the SDT decided to draft a SAR to modify IRO-008 and TOP-002 to assign the responsibility to review Interchange to those entities in those standard, rather than attempting to do so in the INT standards.

Further feedback from stakeholders led the team to develop a set of requirements that describe how entities must have backup plans. Rather than provide the footnote explaining that compliance should give some slack to entities with failed systems, the new changes require entities to 1.) have a backup plan, and 2.) meet the electronic requirements of the standard only when they have not been forced to operate under their backup plan.

Based on some of the changes being made, the team felt it was appropriate to begin getting NAESB more involved.

The team discussed the value of adding a “guideline” document that tries to explain in plain English what the requirements are intended to accomplish. This would be similar to what the Results-Based team is doing, but kept in a different format (since the Results-based template is still in development).

4. Work on measures and Compliance

Andy provided an overview of the VSL and VRF guidelines. The team then walked through the standards and assigned VRFs and identified preliminary VSL strategies. Many of the VSLs ended up being binary (pass/fail).

On a side note, Andy was told that several entities were experiencing cases where auditors were not abiding by the data retention requirements in the standards. In other words, while a standard might only require a year of data, in some cases auditors were asking for more than a year’s worth of data, instead using the duration of the audit cycle (3-6 years) as the outer limit for data retention. Andy was asked to bring this concern back to NERC staff.

5. Assignments and Action Items

Andy to draft new comment form.

Andy to draft a SAR for the IRO-08 and TOP-002 changes.

Andy to convert the VSL strategies into actual VSLs.

Andy to draft an initial “guideline” document.

Andy to raise the concerns with “data retention” to staff.

Andy to draft an initial “Implementation Plan” for the standards.

6. Future Meetings (*Italics not confirmed*)

As a general policy item, the IS and the CISDT have agreed to coordinate meetings.

April 9 (11am – 2pm) – Conference Call/Web Meeting

April 23 (11am – 2pm) – Conference Call/Web Meeting

May 26-27 (Full, Full), 2010 – Minneapolis (Midwest ISO)

Joint IS and CISDT Meeting

September 8-9 (Full, Full), 2010 – Holyoke or Boston (ISONE arranging)

Joint IS and CISDT Meeting

November 9-10 (Full, Full), 2010 – San Diego (Sempra)

Joint IS and CISDT Meeting

7. Adjourn

The drafting team adjourned at approximately 11:00 am on March 19, 2010.