# Agenda
## Project 2015-04: Alignment of Terms
## SAR Drafting Team Conference Call

Thursday, February 12, 2015 | 12:00 PM – 1:00 PM, EST

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**Agenda Items:**

1. **Welcome and Introductions**
2. **Administrative Items**
   a. NERC Antitrust Guidelines
   b. Public Meeting Notice
   c. Email List Policy
   d. Participant Conduct Policy
3. **Project 2015-04 Key Players and Role Expectations**
4. **Overview of the NERC Standard Development Process**
5. **Next Steps**
   a. SAR Drafting Team meeting:  February 19-20 in Dallas, TX at Luminant Energy
   b. Tentative project schedule

- Administrative items

- Project 2015-04 key players and role expectations

- Overview of the NERC standards development process

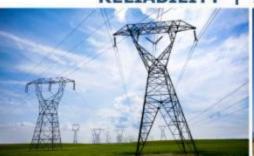- Next steps…February 19-20 meeting in Dallas, TX

# Administrative items

It is NERC's policy and practice to obey the antitrust laws and to avoid all conduct that unreasonably restrains competition. This policy requires the avoidance of any conduct that violates, or that might appear to violate, the antitrust laws. Among other things, the antitrust laws forbid any agreement between or among competitors regarding prices, availability of service, product design, terms of sale, division of markets, allocation of customers or any other activity that unreasonably restrains competition.

Participants are reminded that this meeting is public. The access number was widely distributed. Speakers on the call should keep in mind that the listening audience may include members of the press and representatives of various governmental authorities, in addition to the expected participation by industry stakeholders.  (SPM, Section 1.4)

- All participants in the standards development process must conduct themselves in a professional manner at all times. This policy includes in-person conduct and any communication, electronic or otherwise, made as a participant in the standards development process.

- If a participant does not comply with the Participant Conduct Policy, certain reasonable restrictions on participation in the standards development process may be imposed, and the participant may be asked to leave the meeting in progress.

- All emails sent to NERC listserv addresses must be limited to topics that are directly relevant to the scope of work for that listserv group

- NERC reserves the right to apply administrative restrictions to any listserv or its participants, without advance notice, to ensure that the resource is used in accordance with this and other NERC policies (*e.g.*, antitrust guidelines)

- Listserv for Project 2015-04 is [Alignment_of_terms@nerc.com](mailto:Alignment_of_terms@nerc.com)

# Key players and role expectations

| Member | Entity |
|---|---|
| Jerry Rust (Chair) | Northwest Power Pool |
| Chris Scanlon (Vice Chair) | Exelon |
| Diana McMahon | Salt River Project |
| Shannon Mickens | Southwest Power Pool |
| Mark Cole | Georgia System Operation Corp. |
| Kristina Pacovsky | Reliability*First* |
| Heather Moreno | Luminant Energy |
| Jill Loewer | Utility Services, Inc. |
| Wayne Van Liere | LG&E and KU |
| Shane Crowe | Entergy |

**RELIABILITY | ACCOUNTABILITY**

- Participation
  - SDT calls and in-person meetings
  - Industry forums to help build industry consensus
  - Gathering informal feedback

- Deliverables:
  - SAR
  - SAR Consideration of Comments Report
  - If SC approves project, deliverables to include: Revised definitions, implementation plans (if necessary), consideration of comments report, supporting materials or technical/reference documents

- Lacey Ourso, Standards Developer

- Laura Anderson, Standards Developer

- Ryan Stewart, Manager of Standards Development

- Val Agnew, Director of Standards

- Lauren Perotti, NERC Counsel

- Support drafting team activities as needed for timely and successful project completion, by providing:
  - Project management
  - Facilitation and help to reach consensus
  - Technical writing support
  - Technical input and support
  - Legal and compliance support

- Quality review

- FERC staff observers:
  - Suzanne McBride
  - Kenneth Hubona

- Industry observers:
  - Joe DePoorter (Madison Gas and Electric Company)
  - Bob Thomas (IMEA)

- Attend meetings and actively participate in discussions

- Develop draft language or documents for the SDT consideration (if requested)

- Participate in outreach activities to build industry consensus

**RELIABILITY | ACCOUNTABILITY**

- Standards Committee (SC)

  - Brian Murphy, chair


- Project Management and Oversight Subcommittee (PMOS)

  - Project 2015-04 PMOS rep:  Andrew Gallo (Austin Energy)

- SC reports to the NERC Board of Trustees
- SC members are elected members of the industry
  - 2 representatives from each of the industry segments

**<u>10 Industry Segments:</u>**

1 — Transmission Owners

2 — RTOs, ISOs

3 — Load-serving Entities

4 — Transmission-dependent Utilities

5 — Electric Generators

6 — Electricity Brokers, Aggregators, and Marketers

7 — Large Electricity End Users

8 — Small Electricity End Users

9 — Federal, State, Provincial Regulatory or other Govt Entities

10 — Regional Reliability Organizations, Regional Entities

- The SC serves to oversee standards development through:
  - Appointment of drafting team members
  - Review and authorization for SAR posting
  - Review and authorization to begin project
  - Review and authorization to post initial draft of standard (or definition)
  - Ensure adherence to the standard development process

- [Link](#) to SC page on NERC website

- Project Management and Oversight Subcommittee (PMOS) oversees the development of the SDT project schedules and provides guidance as necessary

- NERC Rules of Procedure, Appendix 3A

- Governs activities related to the development, approval, and revision of Reliability Standards, Interpretations, VRF/VSLs, definitions and other reference documents

- Outlines roles of the SDT, NERC Standards Developers, Standards Committee, and ballot body

- Outlines the process for developing: standards (Section 4.0), defined terms (Section 5.0) and other supporting documentation (Section 11)

- Link to SPM on NERC website

- Draft the Standards Authorization Request (SAR)

- Post SAR for 30-day formal comment period

- Respond to SAR comments and revise SAR, if necessary

- Begin project work (develop standard / definition)

- Post proposed draft(s) for initial 45-day comment and ballot

- Review and respond to comments;  revise draft as necessary

- As necessary, additional 45-day comment and ballot period

- Post for 10-day final ballot

- Present to NERC Board of Trustees for adoption

- File with regulatory authorities (FERC) for approval

- Develop the Standards Authorization Request (SAR)
  - [SAR Template](SAR Template)
  - SDT will develop:
    - Industry Need (What is the industry problem this project will solve?)
    - Purpose or Goal (How will this project address the problem described above?)
    - Scope/Description of the Project (Provide a detailed description of the project scope and a reason to justify revising defined terms, including an assessment of the reliability and market interface impacts of not taking action.)
- Submit proposed SAR to SC for approval to post for 30-day formal comment period
- Post SAR for 30-day formal comment period
- Respond to SAR comments and revise SAR, if necessary
- Receive authorization from SC to begin project

**RELIABILITY | ACCOUNTABILITY**

- SDT project work begins
  - SDT meetings: in-person or conference call
    - For in-person meetings, SDT members expected to attend and actively participate
    - SDT meetings conducted in open, informal manner
    - SDT works toward consensus through discussion;  SDT decisions using formal votes should be a last resort
    - Always pre-register for meetings through NERC calendar
    - Meetings are publicly announced and the information is widely distributed
    - Meeting agendas, materials and notes are posted on the NERC website, on the Project 2015-04 project page

  - Scope of the work undertaken by the SDT will depend upon the SAR

  - Conduct outreach (webinars, attend conferences, etc)

**RELIABILITY | ACCOUNTABILITY**

- Quality Review conducted
  - SDT provides proposed drafts to NERC staff for Quality Review (QR)
  - Typically review takes 1 week

- SC authorizes SDT to post draft for initial 45-day formal comment and ballot period

- Post proposed drafts for 45-day formal comment and ballot
  - Ballot pool formed during first 30 days
  - Final ballot conducted last 10 days

- SDT reviews and responds to comments; and, revise draft(s) as necessary

- Post for 10-day final ballot

- Present to NERC Board of Trustees for adoption

- File with regulatory authorities (FERC) for approval

- [NERC Drafting Team Reference Manual](#)

- [NERC Drafting Team Resource](#)

# Next Steps…

- February 19-20 meeting in Dallas, TX

- Preparation for meeting
  - Agenda package sent out Monday, February 16

- Documents to review in advance of meeting:
  - NERC Rules of Procedure, Appendix 2: Definitions Used in the Rules of Procedure  (July 2014)
  - NERC Glossary of Terms (January 2015)

- Meeting objective: Develop SAR to provide to SC at March 11 meeting for approval to post for 30-day formal comment period

- **March 11:** Draft SAR submitted to SC for approval
- **March 13 - April 13:** Post SAR for 30-day formal comment period
- **Mid/late April:** SDT conference call to review and respond to SAR comments
- **May 20:** Submit finalized SAR to SC for approval and authorization to begin project work
- **Early June:** SDT meeting (2.5 days)
- **Mid/late June:** SDT conference call (2 hours)
- **Early July:** SDT meeting (2.5 days)
- **Mid/late July:** SDT conference call (2 hours)
- **Late August:** Post for initial 45-day formal comment and ballot

- Develop SAR:  February 19-20

- Post SAR for 30-day formal comment period:  March-April

- Respond to SAR comments and revise SAR, if necessary: April

- Begin project (standard / definition) development:  June-July

- Post proposed draft(s) for initial 45-day comment and ballot: late August

- Review and respond to comments;  revise draft as necessary: October

- Post for 10-day final ballot: late August

- Present to NERC Board of Trustees for adoption:  November

# Comments or Questions...???