

**APPROVED MINUTES  
MIDWEST RELIABILITY ORGANIZATION  
STANDARDS COMMITTEE**

St. Paul Conference Center  
March 9, 2006 – 10:00 AM

**1. Welcome**

Chairman Larson called the meeting of the Midwest Reliability Organization (MRO) Standards Committee (SC) to order at 10:05am.

*a. Determination of Quorum*

The following members and guests were present:

**Members:**

Larry Larson, OTP, Chair

Dave Acton, ALT

Terry Norton, OPPD

Wayne Guttormson, SPC

Tim Noeldner, WPPI

Ben Deutsch, MRO, Secretary

Al Boesch, NPPD

Gerry Steffens, RPU

Derrick Moe, WAPA, (for Lloyd Linke)

Joe Knight, MRO

**Members Not Present:**

Lloyd Linke, WAPA, Vice Chair

**Guests:**

Jason Shaver, ATC (Via Phone)

Ron Mazur, MH, Rep. to NERC SC

Dan Skaar, MRO, President (1:00pm)

Larry Brusseau, MRO

Babs Moses, MRO

Ken Wolfe, MN DOC (Via Phone)

Susan Wefald, NDPSC (Via Phone)

Shel Berg, MRO

Laura Elsenpeter, MRO

Former SC member Mr. Peter Burke is no longer with ATC. A replacement SC member needs to be solicited from the MRO membership to represent that sector. A notice has been sent out soliciting nominations.

*b. Additions to the Agenda*

- *New Item 4b. Approval of Member for NERC Standards Drafting Team*
- *Item 6: To be presented and discussed at 1:00 pm by Mr. Dan Skaar,*
- *Item 9 b: Action Item changed to Discussion Item*
- *New Item 9c: Discussion of MRES-001-0*
- *New Item 14a: Joint Meeting with Other MRO Committees*
- *New Item 14b: Add & Recommend to the Board of Directors (BOD)*

**2. Review Policy and Procedure 4**

Chairman Larson reviewed the MRO and NERC Committee Membership Policy and presented the Standards of Conduct and Anti-trust Guidelines to the SC.

**3. Consent Agenda Approve Meeting Minutes of November 10, 2005**

*Upon motion duly made by Mr. Noeldner and seconded by Mr. Guttormson, the Midwest Reliability Organization Standards Committee approved the minutes of November 10, 2005 as presented in the agenda book. The motion was approved unanimously.*

**4. Review Standards Committee Responsibilities**

*a. Added Responsibilities*

Mr. Larson discussed a series of additional duties that the Committee performs that should be added to the committee scope. Mr. Larson will pursue further with the Board.

*b. Approval of Member for NERC Standards Drafting Team*

Chairman Larson received an email from Mr. Lloyd Linke requesting his appointment as the MRO representative to the new NERC Standards Drafting Team to Assess Transmission Future Needs Drafting Team.

***Upon motion duly made by Mr. Steffens and seconded by Mr. Boesch, the Midwest Reliability Organization Standards Committee recommend to the BOD that Mr. Lloyd Linke be the MRO representative to the NERC Standards Committee Assess Transmission Future Needs Drafting Team. The motion was approved unanimously.***

**Action item:** The SC suggests Ben Deutsch follow up with the MRO President Dan Skaar to request his sending a letter reminding the MRO NERC representatives and MRO drafting team members being reimbursed by the MRO of their neutrality and that they represent the MRO and not their individual company when voting.

**Action item:** Chairman Larson will request Robert Coish, as the Canadian representatives to the NERC Standards Committee, keep the MRO SC up-to-date by sending a report for committee meetings.

## 5. Reports

*a. Chairman Report* - Chairman Larson had no report

*b. NSRS Report* - Mr. Moe reviewed his report as found in the agenda. There was discussion on how to represent MRO position with NERC Standards.

*c. Standards Manager Report* - Mr. Deutsch reviewed his report as presented in the agenda.

i. Standards Development

**Action Item:** Chairman Larson will discuss with BOD on how to be more active in RFC standards development with limited MRO member resources.

ii. RSVP Development

1. RFC Coordination Agreement Status

2. Adequacy Standard

**Action Item:** Mr. Deutsch was directed to send out another email to try to get rest of MRO member companies registered.

## 6. ERO application and MRO Impacts

*a. MRO Preparations*

*b. Budget Process Impacts*

*c. Discuss MRO Standards and the Future with the ERO MRO Application and NERC Restructuring and Their Subcommittees.*

Mr. Skaar updated the committee on the status of ERO Application and NERC Restructuring and explained the Coordination Agreement's purpose and process. In November, the Regional Entity filings are due. MRO Bylaws allow any changes due to federal law to be made by the BOD to allow rapidly compliance with federal regulatory requirements.

Existing NERC Committees and Subcommittees will be called member forums. One issue to consider is NERC Compliance and Enforcement as regional entities have standards to meet for their governance. NERC wants to apply another standard to compliance enforcements.

The SC asked for an update on the facility move. Three facilities have been reviewed; two are close and one is near Rosedale, approximately six miles west of the current site. The criteria being used are the cost, employee convenience, customer convenience, and the flexibility of the space. The first choice is the Roseville site. Larger meetings will not be held at the new site but closer to the airport and the Mall of America (MOA). The advantage of off-site meetings is not needing to pay for meeting space within the cost of the new facility. Smaller meetings would be held at the new office. Three or four hotels are being considered for this as well as the MOA. May meetings will be held at the current facility.

**Action Item:** Following Mr. Skaar's presentation, the SC decided to make sure the Standards Process Manual is ready for a November filing as well as accelerating the MAPP/MAIN procedures.

**Action Item:** Mr. Deutsch to look at a time line and changes need to be made in order to be consist with the ERO Application Process.

## 7. NERC Standards

### a. *Review of NERC Approved Standards*

Mr. Deutsch reviewed the list as presented in the agenda.

**Action Item:** Mr. Deutsch will add the issue of critical circuits (referencing the letter from Reliability Assessment Committee (RAC) requesting identification of critical circuits) to the Standards List. He will also check to see if there are other regional requirements in the new standards.

Mr. Van Osdol is working on MRO Standards, Procedures and Policies that are a merger of MAPP and MAIN Procedures and Standards. He updated the committee on his progress.

### b. *Action Item: Recommend to BOD Approval of NERC Standards as MRO Organizational Standards*

**Upon motion duly made by Mr. Steffens and seconded by Mr. Boesch, the Midwest Reliability Organization Standards Committee recommends to BOD to approve the MRO Organizational Standards as presented in the agenda book along with the same implementation timetable as described by NERC.**

**Upon motion duly made by Mr. Noeldner and seconded by Mr. Steffens, the Midwest Reliability Organization Standards Committee unanimously voted to table the vote on the above motion until 2pm this afternoon. *The motion was approved unanimously.***

Discussion recommenced at 2:00 pm and the previously tabled motion was presented for consideration.

**Upon motion duly made by Mr. Steffens and seconded by Mr. Boesch, the Midwest Reliability Organization Standards Committee recommends to BOD to approve the MRO Organizational Standards as presented in the agenda book along with the same implementation timetable as described by NERC. *The motion was approved unanimously.***

## 8. Standards Process Manual

### a. *Discussion on Scope of Current Drafting Team Revision*

Mr. Deutsch updated the committee on the commenting.

**Action Item:** Mr. Deutsch will do a complete comparison of the draft version 5 of ERO Standards with our standards. That will be sent to the drafting team for comments.

## 9. MAPP Operating Policies and Planning Standards, and MAIN Operating Guide Withdrawal

### a. *Discussion on Withdrawing Certain Policies, Standards, and Guides*

Mr. Deutsch acknowledged Ms. Elsenpeter's hard work. He explained the summary sheet and noted that background needs to be added to explain the recommendations on what can be retired.

### b. *Discussion on Submitting a Letter to Reliability and Compliance Committees Seeking Concurrence on Withdrawing Certain Items.*

**Action Item:** Mr. Deutsch will have the summary sheet with explanations and recommendations completed by next meeting. Those will be put in package for the Compliance Committee (CC) and the RAC's concurrence. Those items will be forwarded to the BOD to be retired.

### c. *Discussion of MBAL-001-0*

A minor erratum is in the posted standard. The SC was asked about a procedure to streamline this and similar minor changes.

**Action Item:** The Standards Committee approves allowing a change if an errata is found in a posted standard. When the standard is posted for thirty day comment prior to Board action, it will be noted that an "errata in the posting" has been found, what it was and what was changed.

## 10. MRO Draft Handbook

### a. *Review of MRO Handbook Draft (Standards Section)*

Mr. Van Osdol, now the point of contact for the Handbook, directed the committee to the draft MRO Handbook Standards Section. The Handbook is still in progress and many links still need to be completed. It has been presented this week to the CC and the RAC and received their enforcement. The following suggestions were given:

- 1) It needs an introduction to establish purpose. This has been requested by Mr. Skaar.
- 2) Section 5.5.3: A description of how the revisions occur needs to be added.
- 3) An explanation that the MRO is in a transition state and acknowledgement that this handbook is currently based on NERC documents that no longer exist.
- 4) Make a note of the date of revisions or changes and include a hot link to those changes.

### b. *Action Item: BOD Recommendation to Adopt MRO Handbook*

**Upon motion duly made by Mr. Boesch and seconded by Mr. Steffens, the Standards Committee recommends the BOD endorses the MRO Handbook as presented in the agenda as work in progress. The motion was approved unanimously.**

## 11. NERC Representative Reports

**Action Item:** Mr. Deutsch was directed by the Standards Committee to send a reminder to NERC Representatives that they have an obligation to turn in a report even if they need to state in the report that no meetings were held.

a. *Standards Evaluation Subcommittee* - The report was accepted as presented in the agenda.

b. *Interchange Subcommittee* - Mr. Boesch gave a verbal update in addition to his report in the agenda.

c. *Planning Standards Task Force* - No report was available.

d. *Resources Subcommittee* - No report was available.

- e. *Transmission Subcommittee* - Mr. Moe gave a verbal update in addition to his report in the agenda. He pointed out the Proxy Flowgates Issues and encouraged anyone who was interested to contact him.
- f. *Resource Issues Subcommittee* - No report was available.
- g. *Compliance and Certification Committee* - The report was included in the agenda.

## **12. NERC Drafting Team Reports**

- a. *Coordinated Interchange*  
Mr. Boesch gave a verbal update in addition to his report in the agenda book. There will a discussion next week on the future of the committees and subcommittees.
- b. *Certification* - No report was available.
- c. *System Personnel* - No report was available.
- d. *NERC Cyber Security* - No report was available.
- e. *Compliance Elements Standards Drafting Team*  
Mr. Deutsch gave a verbal report on the Missing Elements Drafting Team.

## **13. Task List**

The Task List was reviewed

**Action Item:** Mr. Deutsch will update the list.

## **14. Other Business**

The CC would like to consider joint meetings with other MRO committees to discuss ERO.

This item was tabled until the next meeting when more is known regarding the ERO implementation process.

## **15. Meeting Schedule**

- a. *May 25, 2006* – St Paul Conference Center – 10:00 am CDT
- b. *August 24, 2006* – St Paul Conference Center – 10:00 am CDT
- c. *November 2, 2006* – St Paul Conference Center – 10:00 am CDT

## **16. Adjourn**

Having no further business, Chair Larson adjourned the meeting of the Midwest Reliability Organization Standards Committee at 2:35 pm.

Prepared by:

Babs Moses, MRO

Administrative Assistant

Reviewed and submitted by:

Ben Deutsch, Secretary

Midwest Reliability Organization Standards Committee