



MIDWEST RELIABILITY ORGANIZATION
Final Meeting Minutes of the
Standards Committee Meeting

Crown Plaza Hotel & Suites, Bloomington, MN
 August 25, 2011 - 10:00 am–3:00 pm

1. Call to Order

a. Determination of Quorum

Chair Joe Knight called the meeting to order at 10:05 am, and determined that a quorum was present and introductions were made.

The following members, guests and staff were present:

Members:	
Joe Knight, Chair, GRE	David Rudolph, BEPC (phone)
Mike Garton, DRS (phone)	Michael Moltane, ITC (phone)
Wayne Guttormson, Sask Power	Andrew Pusztai, ATC
Gerry Steffens, RPU	Lloyd Linke, WAPA
Dave Acton, Alliant Energy	Robert Thompson, Xcel
Tim Noeldner, WPPI	
Guests:	
Kenneth Hubona, FERC (phone)	
Patrick Matson, MGE (phone)	
Marc Child, GRE	
MRO Staff:	
Carol Gerou	
Jennifer Matz	
Members Absent:	
Beth Lemke, WPS	

b. Additions to the Agenda

No additions to the agenda were presented.

c. Standards of Conduct and Anti-Trust Guidelines

Pursuant to Policy and Procedure 4, Ms. Carol Gerou reviewed the Standards of Conduct and Anti-Trust Guidelines with the meeting attendees.

2. Consent Agenda

a. Approve Meeting Minutes from May 19, 2011 Meeting

The approved minutes can be found on MRO's website at

http://www.midwestreliability.org/STA_sc_agenda_minutes.html



Upon motion duly made by Mr. Robert Thompson and seconded by Mr. Dave Acton, the Standards Committee approved the May 19, 2011 meeting minutes as written.

3. Revisions to Policy and Procedure 3 (PP3) (Organizational Groups)

Ms. Jennifer Matz informed the committee of the proposed changes to PP3 the Governance and Personnel Committee is presenting to the board on September 22, 2011. The intent of the changes is to simplify the policy by defining the relationship between committees and subgroups. The proposed changes clarify Subject Matter Expert Teams (SMETs) and NERC Standards Review Forum (NSRF) as working groups and therefore must conform to the policy. Initially, the committee was concerned the sector representation requirement would make it difficult to fill these subgroups. However, the revisions permit subgroups to have an alternate election process, which allows subgroups to have at “At Large” seats that are open to all MRO members provided the Standards Committee (SC) determine that the candidates have the experience and expertise needed to serve on the subgroups. Ms. Matz also stated the revisions include an annual assessment the SC must perform of the effectiveness of itself and its subgroups to provide to the board every November. In addition, all subgroups, including the NSRF and SMET’s, will be required to have a charter and select a chair and vice-chair.

a. Standards Committee

Ms. Jennifer Matz presented the SC charter in the new PP3 template, which is required and will be presented to the board for approval at the September board meeting. The committee chose to revise its charter to include language from the Security Committee charter, since the Security Committee recently merged with the SC. Chair Knight asked the committee for a motion to approve the charter as modified.

Upon motion duly made by Mr. Dave Acton and seconded Mr. Wayne Guttormson, the Standards Committee approved the Standards Committee charter as modified.

b. NSRF

Ms. Jennifer Matz presented the NSRF charter in the new PP3 template, which is required and will be presented to the board for approval at the September board meeting. The committee chose to revise the charter, to exclude language on executive sessions, and replace the word “committee” with “subgroup.” Chair Knight asked the committee for a motion to approve the charter as modified.

Upon motion duly made by Mr. Lloyd Linke and seconded by Mr. Wayne Guttormson, the Standards Committee approved the NSRF charter as modified.

c. SME Teams

Ms. Jennifer Matz presented the committee members with a draft charter to represent all SME teams. Since a charter needs to be presented to the board in September, the committee reviewed and revised the charter during the meeting.



The committee recessed at 9:30 am and reconvened at 9:50 am.

Chair Knight asked the committee for a motion to approve the charter as modified.

Upon motion duly made by Mr. Robert Thompson and seconded Mr. Gerry Steffens, the Standards Committee approved the SMETs charter as modified.

d. Open Seats on the Standards Committee

Ms. Jennifer Matz informed the committee about the upcoming annual election, which MRO conducts every fall to fill open and expiring seats on the SC. Any open seats remaining after the election will become “At Large” seats, and MRO staff will solicit members from the entire membership to fill those seats. Ms. Matz also informed the committee that “At Large” seats will have an one year term and will open back up to the industry sector it belongs to allow the sector another chance to fill the seat.

4. Subject Matter Experts Groups

a. Status

i. CIP Update

Ms. Carol Gerou requested the committee approve the nomination for Dan Barker of American Transmission Company.

Upon motion duly made by Mr. Gerry Steffens and seconded by Mr. Tim Noeldner, the Standards Committee approved Dan Barker’s nomination form to participate on the CIP SME team.

Ms. Gerou updated the committee on the recent activities of the CIP SMET. A face-to-face meeting is scheduled for August 31 to begin work on a presentation for the North American Transmission Forum (NATF) meeting on October 11, 2011. Marc Child is the CIP SMET member scheduled to present at the meeting.

Ms. Gerou asked the committee to develop new topics for SMETs. The committee discussed revisiting the list of the most violated NERC Standards and the Standards recently approved by FERC.

ii. PRC Update

Ms. Gerou reported the PRC SMET having no action items on their agenda. The committee discussed the possibility of having a subgroup work on the PRC-023-2 Standard recently approved by the NERC Board of Trustees. However, committee members stressed the subgroup should not present until the Standard is officially approved by FERC.



iii. *PER Update*

Ms. Gerou requested the committee approve the nominations for John Pettingill of Xcel Energy, Patrick Matson of Madison Gas and Electric and Robert Kieborz of Nebraska Public Power District.

Upon motion duly made by Mr. Tim Noeldner and seconded by Mr. Gerry Steffens, the Standards Committee approved John Pettingill's nomination form to participate on the PER SME team.

Upon motion duly made by Mr. Gerry Steffens and seconded by Mr. Wayne Guttormson, the Standards Committee approved Patrick Matson's nomination form to participate on the PER SME team.

Upon motion duly made by Mr. Gerry Steffens and seconded by Mr. Lloyd Linke, the Standards Committee approved Robert Kieborz's nomination form to participate on the PER SME team.

Ms. Gerou informed the committee of the face-to-face kick off meeting the PER SMET had on August 9 – 10, 2011. The SMET is working towards developing application guidance for PER-005 and a presentation for the Midwest Continent Compliance Forum meeting in December.

b. *Appointing a Chair for each SME Team*

This topic was discussed under agenda item 3.

c. *Travel Reimbursement*

Ms. Jennifer Matz informed the committee of PP3 revisions, which requires members of organizational groups to seek pre-approval from MRO for expenses to be incurred outside the normal meeting expenses.

d. *Website*

Ms. Jennifer Matz updated the committee on the upcoming changes to the SME web page on MRO's website. A new web page will be added to MRO's website called "Standards Application Guides," which will host all guides developed by SMETs. The existing SME web page will become a link on the new "Standards Application Guides" web page and only contain the charter and team rosters.

5. Regional Standard being presented to MRO BOD on September 22, 2011

Ms. Carol Gerou reminded the committee to recommend the board vote to withdraw the four regional standards PRC-502-MRO-01 ("Power System Stabilizer Requirement"), RES-501-MRO-01 ("Planned Resource Adequacy Assessment"), TPL-504-MRO-01 ("Subsynchronous Resonance (SSR) Assessment"), and MBAL-002-0 ("Operating Reserve – Spinning") at the next board meeting on September 22, 2011. Last quarter, the SC informed the board of the certified ballot results and the SC's future recommendation to the board to vote to withdraw the four regional standards.



Ms. Gerou further mentioned that she would compare the last non-withdrawn regional standard to the NERC Standard and provide comments at the next quarterly meeting.

The committee recessed for lunch at 11:30 am and reconvened at 12:15 pm.

6. Review of Standards Committee Task List

Ms. Carol Gerou reviewed all the outstanding tasks on the Standards Committee task list with the committee.

7. MRO Report

a. NSRF Report

Ms. Carol Gerou referred the committee to agenda item 9a of the agenda packet containing the NSRF report. Ms. Gerou highlighted on the NERC Projects and CANs the subgroup has voted on or is currently reviewing.

b. Standards Manager Report

Ms. Carol Gerou reported to the committee that there was nothing new to report since the last Standards Committee meeting.

c. Compliance Committee Update

Chair Knight provided highlights from the recent Compliance Committee meeting held on August 23, which included MRO's direction for the 2012 Implementation plan and an update on the Find, Fix and Track (FFT) report. MRO's goal is to minimize the number of confirmed audit violations, by having the Registered Entities self-assess, self-audit, continuously self-monitor and self-reporting any instances of non-compliance. To accomplish this, MRO is looking at focusing on an entity's controls in regards to internal compliance.

d. Planning Committee Update

Mr. Gerry Steffens provided highlights on the recent activities of the Planning Committee, which included an update on SPS definition discussions, PRC-023 Line Loadability, TPL-001-2 review, Model Building issues, and the NERC Integrated Reliability Index Workshop.

e. Operation Committee Update

Mr. Lloyd Linke provided highlights on the recent activities of the Operating Committee, which included an update on Metrics, SPS definition discussions, Seasonal Assessments and the new MRO procedure for PRC-003.

8. NERC Reports

a. Standards Committee

Ms. Carol Gerou referred the committee to agenda item 8a of the agenda packet containing the NERC Standards Committee report. Ms. Gerou provided a brief update on



the recent activities of the NERC Standards Committee, which included the status of the FERC order denying two ERO registration appeals, a request for the NERC MRC to clarify a requirement, NERC SC posting a SAR and proposed revision to the Standard for a 45-day comment period, and NERC SC's proposal for an interpretation of MOD-28.

b. Compliance and Certification Committee

Chair Knight referred the committee to Mr. Terry Bilke's report in the agenda packet under agenda item 8b.

c. Regional Standards Group

Ms. Carol Gerou reported to the committee that there was nothing new to report since the last Standards Committee meeting.

d. Critical Infrastructure Protection Committee (CIPC)

Mr. Marc Child briefly highlighted on the activities of the NERC CIPC, which included a status on the change in leadership, version five of the CIP Standards, and the Task Forces developing Guidelines.

e. NERC Drafting Teams

i. NERC Project 2007-17: Protection System Maintenance and Testing

Ms. Carol Gerou referred the committee to agenda item 8ei containing the report on NERC Project 2007-17, which included a status on the maintenance interval changing from three to four months, UFLS activities, and the webinar scheduled for mid-September.

ii. NERC Project 2009-01: Disturbance and Sabotage Reporting

Chair Knight referred the committee to Mr. Joe DePoorter's report in the agenda packet under agenda item 8eii containing the report for NERC Project 2009-01.

9. Next Meeting

<u>Date</u>	<u>Group</u>
Sept 22	MRO Board of Directors meeting
Nov 17	MRO Standards Committee Meeting

10. Adjourn

Having no further business to discuss, the meeting was adjourned at 3:45 pm.

Upon motion duly made by Mr. Gerry Steffens and seconded by Mr. Wayne Guttormson, the Standards Committee approved to adjourn the meeting.