

**OPERATING COMMITTEE**  
**October 12, 2016 – 1:00–17:00 PM**  
**Conference Call and Webinar**

**1. Introductions, Arrangements, and Agenda Changes** Chad Edinger (TPWR), Chair

Chad Edinger welcomed everyone to the meeting. Introductions were made around the room. Don Badley provided an overview of the conference room and meeting arrangements. The meeting agenda is included as [Attachment #1](#).

The following individuals are those who participated in-person and on the web-conference:

**In-Person:**

Tony Nguyen, BCHA  
Greg Park, CHPD  
Todd Copper, IPC  
ChaRee DiFabio, NWPP corporation  
David Pennington, NWPP corporation  
Don Badley, NWPP corporation  
Harlan Tallman, NWPP corporation  
Jerry Rust, NWPP corporation  
Sabina Urdes, NWPP corporation  
Denise Lietz, SCL  
Craig Speidel, WAUW

**Web-Conference:**

Rich Hydzik, AVA  
Meg Albright, BPA  
Salah Kitali, BPA  
Craig Cameron, BANC  
Jeff Heminger, DOPD  
Keith Schriener, NWPP corporation  
Kathe Downey, PAC  
Bob Frost, PGE  
Thomas Bagnell, PSE  
Tony Burt, Peak Reliability  
Chad Edinger, TPWR  
Jim Farrar, TID

**2. August 10 , 2016 OC Meeting Notes – Accept by Consensus** Don Badley, NWPP

The August 10, 2016 Meeting Notes were accepted by unanimous consensus.

**3. Action Items from August 10, 2016 Meeting – Status Review** Badley

- NWPP Staff, Don Badley, will distribute an email to the OC indicating Greg Park will be developing with other training coordinators, a scope document addressing NWPP training needs. Once a draft scope is developed it will be circulated among the NWPP training coordinators for comments. A final draft to be presented at the October NWPP OC meeting. **Discussion under agenda item #4**
- NWPP Staff, ChaRee DiFabio, to distribute email requesting any feedback regarding the NWPP Agreement. Responses must be returned by August 19th. **Complete**
- Chad Edinger will reach out to the OC members who use the OATi e-tagging system to determine how best to provide a united response to OATi on addressing this issue so that it won't happen again into the future. **To be removed from OC Action.**
- NWPP Staff, ChaRee DiFabio, to facilitate Outage Coordination Meeting with BPA, Peak RC, and others. **In Process - Meeting on October 17<sup>th</sup>**

**Jerry provide a brief overview of the initial findings. A recommendation will be presented at the February 2018 OC meeting. The initial findings were:**

- Retire the NWPP 45-day outage since the NERC Reliability Standards are the performance requirements associated with Outage Coordination
- NWPP staff to help BPA to develop a guideline with respect to Outage Coordination with respect to Outage Management. BPA may elect to present the guideline to the OC for consideration to be adopted as an NWPP Guideline
- NWPP Staff, Don Badley, will provide a link to the comment form regarding the Functional Model Comment period which ends 9/7/2016. **Complete**
- ChaRee DiFabio will distribute an email regarding the Engineers Forum meeting and will request folks to continue to register if they are interested. Registration will close on Sep. 1, 2016. **Complete**
- Chad Edinger to touch base with Raj Hundal and Denise Lietz by the end of August to determine whether the OC will meet via webinar or face-to-face. The decision hinges on the comments received by August 19th and after the Group of 8 have met. **Complete**

#### **4. Training – Update**

Greg Park, CHPD

- a. NWPP System Restoration – Update
- b. Formation of Personnel Training Subcommittee – Update

Greg provided a training update via PowerPoint presentation, see **Attachment #2**, where all information is contained therein. In addition the draft OTS charter was displayed and discussed, see Attachment #4.

Greg commented that the “fundamentals manual” noted in the draft charter is intended to be a core material document which is yet to be developed.

Meg Albright, BPA voiced her concern and need for additional time to review the draft charter internally.

Greg discussed one of the items the OTS had hoped to get addressed at this meeting was with regard to the NWPP helping to coordinate vendor training. Jerry commented the NWPP Corporation is unable to coordinate any activities until the OC has taken action to formally adopt the subcommittee and any liability associated with the costs to the OC. Then only can the NWPP Corporation begin coordinating any activities associated with this group.

It is hoped that once the NWPP OC has adopted the OTS the NWPP corporation can help coordinate entering into any required agreements with the vendor of choice for the training(s) to occur at any location (NWPP office or member training facilities) that works best within the membership. If the NWPP corporation can handle the billing aspects of the any vendor training, it would simplify this piece.

Jerry discussed the NWPP has the ability to enter into work-orders with vendors but requires that these are not one-off orders, that these types of agreements are committee specific. When dealing with the vendors if there is a centralized scope for the training, they generally

are able to offer better pricing since it would be specific to the subcommittee's request for date and location. This is what would bring the greatest benefit to the members.

*Action Item:*

The NWPP Staff to distribute the current OTS charter with a request to receive any comments due back by October 28, 2016. All comments will be consolidated by Greg Park and his small group which will then distributed to OC for review by November 4, 2016 with a request to participate on a conference call to further discuss and ballot the charter on November 10, 2016. (Note this meeting is now scheduled for November 18, 2016)

**5. NWPP Agreement – Group of 8 Update** Denise Lietz (SCL), Task Force member

Denise Lietz reported the respective committees were informed of the Straw Proposal for the NWPP Executives Engagement from the workgroup regarding the NWPP Agreement in mid-September. At that time Jim Shetler, BANC and Jason Thackston, AVA requested a meeting with the executives of the NWPP membership to further discuss the future of the agreement.

Jerry Rust reported the meeting is scheduled for November 15<sup>th</sup>. Currently, 25 out of 31 executives have agreed to participate. All have acknowledged receipt of the invitation and it is hoped more will participate. It will be the first time ever that nearly all executives of the NWPP will be in a room at the same time to discuss and hear everyone's opinions. The executives are limited to bring one additional person with them. Those who participated on the NWPP Agreement, the work group of 8, will be invited to participate for part of the meeting to provide background information and answer any potential questions. Thereafter, they will be excused and the executives will have a closed door discussion.

**6. NERC Reliability Functional Model – Update** Jerry Rust, NWPP

Jerry provided a status update of the NERC Reliability Functional Model via PowerPoint presentation, see [Attachment #3](#) where all information is contained therein. He noted the "Purpose of the Functional Model (FM)" and highlighted that this is a guideline, not a standard or compliance document or otherwise.

**7. TOP-003-3 (Effective 1/1/16) & Regional Coordination** Chad Edinger , TPWR

a. Meeting

Chad reported there was a meeting on Sep. 23<sup>rd</sup> regarding the TOP-003-3. They reviewed the feedback provided from members across WECC with respect to a questionnaire. There was general support for standardization however not enough participation to be put into action.

The standard goes live on January 1<sup>st</sup> and all should be prepared to take action to fulfill the data request. Chad urged folks to take thought in data requests and how this will result in big changes for the parties your information is being sent too. The concern is mostly with those entities who have a lot of connections.

On November 17, 2016, WECC hosted a webinar to provide an update on the WECC TOP-003 Task Force efforts. The Task Force shared a draft of the template created for each entity to use in developing its Data Specification and an overview of the new TOP-003 Data Library area of Peak RC's secure website that can be used for safely sharing documents with other BAs and TOPs. The webinar was well-attended by actively engaged participants who voiced support for the common approach developed by the TOP-003 Task Force.

The template will be available within the next couple of weeks. The TOP-003 Data Library hosted by Peak is expected to be available for use by December 6, 2016. Questions may be directed to the chair of the task force, Stacen Tyskiewicz ([setyskiewicz@bpa.gov](mailto:setyskiewicz@bpa.gov))

**8. NERC Essential Reliability Services Work Group – Update** Rich Hydzik, AVA

Rich Hydzik provided a report out on the NERC ERSWG via PowerPoint presentation. See **Attachment #4** where all information is contained..

**9. Recent and Upcoming NERC/WECC Voting & Comments** Chad Edinger, TPWR

- a. TOP-001-4 Vote, Comment, & RSAW (Due 10/14/16)
- b. IRO-002-5 Vote, Comment, & RSAW (Due 10/14/16)
- c. PRC-025-1 SAR Comment (Due 10/18/16)

Chad reported the above standards are up for voting and comments. He urged anyone with strong opinions to comment and vote.

**10. Review of Action Items Decided at this Meeting** Badley

- Don Badley, NWPP will distribute the current OTS charter with a request to receive any comments due back by October 28, 2016. All comments will be consolidated by Greg Park and his small group which will then distributed to OC for review by November 4, 2016 with a request to participate on a conference call to further discuss and ballot the charter on November 10, 2016.
- NWPP staff to distribute an e-mail on December 16, 2016 regarding the future Feb. 8, 2017 meeting attendance whether face-to-face or via webinar.

**11. Future Meetings**

- a. February 8, 2017 – Portland, OR
- b. May 10, 2017 – Portland, OR
- c. August 9, 2017 – Portland, OR
- d. November 8, 2017 – Portland, OR

**ADJOURN**