

## Reliability Standards and Compliance Subcommittee

WebEx

Thursday, September 20, 2019

9:00 am to 10:00 pm EPT, Valley Forge, PA

### 1) Administration

#### a) Call to Order (Mr. Moleski)

##### Subcommittee Members:

|                           |   |
|---------------------------|---|
| Mark Holman, Chair        | Manager, Reliability Compliance Department.         |
| Thomas Moleski, Secretary | Sr. Analyst, Reliability Compliance Department.     |
| Syed Ahmad                | The Federal Energy Regulatory Commission            |
| Thomas Buhler             | Rockland Electric Company                           |
| Thomas Cichowski          | Duquesne Light Company                              |
| Charlie Cook              | Duke Energy   |
| Vince DeGiusto            | UGI Utilities, Inc.                                 |
| Brett Denby               | Northern Virginia Electric Cooperative              |
| Claudine Fritz            | Exelon Business Services Company, LLC               |
| Daniel Gacek              | Exelon Business Services Company, LLC               |
| Rajesh Geevarghese        | Exelon Business Services Company, LLC               |
| Mark Klohonatz            | FirstEnergy Solutions Corp.                         |
| Jenjira Knernschild       | ODEC  |
| Connie Lowe               | Dominion Virginia Power                             |
| Christopher Mahila        | State of Ohio                                       |
| Gizella Mali              | FirstEnergy Solutions Corp.                         |
| Becky Robinson            | Vistra Energy                                       |
| Dan Searfoorce            | State of Pennsylvania                               |
| Amber Skillern            | EKPC  |
| Jacque Smith              | Duquesne Light Company                              |
| Joseph Smith              | Public Service Electric & Gas Company               |
| Richard Straight          | FirstEnergy Solutions Corp.                         |
| John Sturgeon             | Duke Energy   |
| Haibin Sun                | Exelon  |
| Reed Thompson             | Public Service Electric & Gas Company               |
| Richard Vendetti          | City of Cleveland, DPU, Div of Cleveland Public Pwr |
| Becky Webb                | Exelon  |
| Jenifer Wehner            | Eon   |
| Kathleen Wehnes           | State of Maryland                                   |

##### PJM Staff:

|                |  |
|----------------|--|
| Maria Baptiste | Sr. Business Analyst, Model Management |
| Kristen Foley  | Paralegal, Reliability Compliance      |

|                       |  |
|-----------------------|--|
| Srinivas Kappagantula | Sr. Analyst, Reliability Compliance.       |
| Mark Kuras            | Sr. Lead Engineer, Reliability Compliance. |
| Chris Moran           | Sr. Analyst, Reliability Compliance.       |
| Preston Walker        | Sr. Analyst, Reliability Compliance        |

**b) Review of Administrative Documents (Mr. Moleski)**

- i) Antitrust Guidelines
- ii) Code of Conduct
- iii) Compliance Disclaimer
- iv) Media Statement

There were no questions raised on the administrative documents.

**c) Approval of Agenda (Mr. Moleski)**

The Agenda was approved as presented.

**d) Approval of the July 19, 2019 Meeting Minutes (Mr. Moleski)**

The July 19, 2019 Meeting Minutes were approved as presented.

**e) Communication Subscription Tool Replacement**

Mr. Moleski outlined the new PJM Communication tool Pardot. Pardot will look a little different, but it will have the same functionality of our current "listserv" system. It will also have a feature where users can direct the communications that they want to receive.

Pardot requires stakeholders to whitelist the IP address, 13.111.63.217. Subscribers who are unable to whitelist the IP address should check their spam folder to allow communications from "@lists.pjm.com". Full details regarding the tool updates can be found at the [Tech Change Forum](#).

**f) 2019 PJM Member Satisfaction Survey**

Mr. Moleski discussed the importance of participation in the Member Satisfaction Survey. The survey helps PJM identify key stakeholder topics and how well we are meeting stakeholder needs. Respondents will have the opportunity to provide comments on what PJM is doing well and where we may improve.

1. The survey is administered by a third party consultant and all responses are confidential, However, all survey participants are encouraged to provide their contact information if they're comfortable doing so.
2. The Survey is open for 2 weeks from September 30 to October 11.
3. Survey contains approximately 25 questions and should take less than 10 minutes to complete
4. To receive the survey, members may need to make the internet change discussed in Agenda Item 1e (above) to whitelist the IP address, 13.111.63.217

## 2) PJM Compliance Activities

**a) Manual Updates**

- i) Manual M03a (Ms. Baptiste)

- (1) Ms. Baptiste outline the changes to Manual M03a
  - (a) The overall purpose and intent of changes included in Revision 18 of Manual 03A is to address:
    - (i) 2019 Cover-to-cover Periodic Review for M03A
      1. Adopting new timeline for future revisions
    - (ii) New Title (Section 2): Modeling Philosophy
    - (iii) Phase I of an overall effort to update, reorganize, and streamline content
  - (b) Impacted Manual sections:
    - (i) Sections 1.2, 1.5, 1.6, 1.7
    - (ii) Section 2 (overall)
    - (iii) Sections 3.2, 3.5
    - (iv) Sections 4.3, 4.8, 4.9
    - (v) Section 5 (overall)
    - (vi) Exhibits 1, 10
    - (vii) Appendices: F, G

**b) NERC Standard Drafting Team Vacancies (Mr. Moleski)**

Mr. Moleski reviewed the vacancy for the Project 2019-02 BES Cyber System Information Access Management. PJM will not be seeking to place a member on this team, but will be monitoring the activities.

**c) PJM O & P Audit Overview (Mr. Walker)**

Mr. Walker advised that the audit will cover 11 standards and 35 requirements. All Reliability Standard Audit Worksheets (RSAWs) for these requirements have been submitted. PJM expects feedback from ReliabilityFirst (RF) next week. PJM also expects to receive Requests for Information (RFIs) from RF next month.

Mr. Walker also advised that PJM received the draft Controls Evaluation report from RF. PJM will provide an update on this report next month.

**d) Review of the RSCS proposed schedule for 2020**

Mr. Moleski requested that the committee review the proposed schedule for 2020, for approval at the October meeting.

**e) Transmission Owner Contacts**

Mr. Moleski requested that the committee review the contact list and provide any updates.

### 3) FERC, NERC, and Regional Activities

**a) Committee Updates**

Mr. Holman advised that there were no committee updates.

**b) Standards Under Development**

Mr. Kappagantula advised that the Compliance Guideline for TOP-001-4 and IRO-002-5 is now posted under the proposed guidance section on NERC Website, after NERC OC endorsed it in September.

## 4) Member Issues and Future Agenda Items

## 5) Future Meeting Dates\*

|                                     |          |                   |
|-------------------------------------|----------|-------------------|
| Friday, October 18 <sup>th</sup>    | 10:00 AM | WebEx             |
| Thursday, November 14 <sup>th</sup> | 10:00 AM | Meeting and WebEx |
| Friday December 13 <sup>th</sup>    | 10:00 AM | WebEx *           |

\* out of sync to avoid a holiday conflict.

\* Monthly WebEx: Third Friday of every month, except months where a quarterly Face-to-Face meeting is scheduled.

Author: Kristen Foley

### Anti-trust:

You may not discuss any topics that violate, or that might appear to violate, the antitrust laws including but not limited to agreements between or among competitors regarding prices, bid and offer practices, availability of service, product design, terms of sale, division of markets, allocation of customers or any other activity that might unreasonably restrain competition. If any of these items are discussed the chair will re-direct the conversation. If the conversation still persists, parties will be asked to leave the meeting or the meeting will be adjourned.

### Code of Conduct:

As a mandatory condition of attendance at today's meeting, attendees agree to adhere to the PJM Code of Conduct as detailed in PJM Manual M-34 section 4.5, including, but not limited to, participants' responsibilities and rules regarding the dissemination of meeting discussion and materials.

### Public Meetings/Media Participation:

Unless otherwise noted, PJM stakeholder meetings are open to the public and to members of the media. Members of the media are asked to announce their attendance at all PJM stakeholder meetings at the beginning of the meeting or at the point they join a meeting already in progress. Members of the Media are reminded that speakers at PJM meetings cannot be quoted without explicit permission from the speaker. PJM Members are reminded that "detailed transcriptional meeting notes" and white board notes from "brainstorming sessions" shall not be disseminated. Stakeholders are also not allowed to create audio, video or online recordings of PJM meetings. This meeting is being recorded for PJM training purposes, and participation in the meeting assumes consent

### Compliance Disclaimer:

Reference to compliance examples, methods, processes or procedures during this meeting is meant solely for discussion purposes only and should not be relied upon by anyone as a guarantee or evidence of compliance with any RFC, SERC, NERC or FERC standards.

Provide feedback on the progress of this group: [Facilitator Feedback Form](#) Visit [learn.pjm.com](http://learn.pjm.com), an easy-to-understand resource about the power industry and PJM's role.