

NPEC SC-4 Working Group 4.6
Meeting Minutes July 19, 2010
Stateline, CA

1. Chairman, George Attarian, called the meeting to order at 1:00PM.
2. Attendance (■ - present, A - absent, S – absent with substitute)

Members

■	Attarian, George
■	Bowman, Mark
A	Carruth, Bob
■	Colaianne, Paul
■	Disosway, John
■	Fleischer, Ken
■	Gladey, David
■	Hara, Kali
S	Heacock, Evan

■	Leake, Harvey
■	Mallanda, John
■	Miller, Ken
■	Reimers, Gregg
■	Sehi, David
■	Simon, Shawn
■	Sims, Tom
■	Tucker, Mike
■	Womack, Tamatha

Corresponding Members

A	Baxter, Farouk
A	Bysfield, Alan
A	Nicely, Jerry

Guests

■	Gardes, Brian

3. George followed on the discussion from the morning's SC-4 meeting related to the working group Operating Reference Manual and appointed a vice chair and secretary

Working group 4.6 officers are:

Chair: George Attarian

Vice Chair: David Gladey

Secretary: Tom Sims

4. New member Tamatha Womack was introduced:

[Tamatha A. Womack](#)
[1101 Market St. LP4H-C](#)
[Chattanooga, TN 37402](#)
tawomack@tva.gov or tawomack@ieee.org

5. This meeting was devoted to a review of the P1792/D1 latest draft Recommended Practice document that was distributed by David Gladey on July 16. This D1 draft version was the result of a comprehensive rewrite by Mark Bowman and Tamatha Womack of the materials previously reviewed. Mark made a presentation of some overall topics related to the rewrite with the

purpose of acting as a chief editor to give the materials a single author appearance without making intentional substantive technical changes.

6. General decisions were made related to overall document
 - a. Scope and Purpose must be an exact match to PAR. The wording in the D1 draft was preferred therefore changing of the PAR will be investigated.
 - b. Avoid NERC NUC-001 language in body of document such as NPIR, NPLR.
 - c. Look for the term NPGS design requirements (NPIR) over the entire document and standardize.
7. Action items listed on the following page were summarized.
8. Meeting adjourned at 4:00PM.

Action items

Item #	Assigned to	Action	Due	Status
10-1	Attarian Bowman Sehi	Determine how to alter the PAR to match the current Draft D1 Purpose and Scope with IEEE and revise PAR as needed		7/29/2010 provided to Paul Yanosy
10-2	Attarian	Discuss item 10-1 with NPEC AdCom to determine how to modify for NPEC	7/21/2010	Complete 7/28/2010 email
10-3	Simon	Form a subteam to look into Clause 4 - refocus on "recommended practices", team was identified to be Bowman, Womack, Reimers, Simon, Tucker, Colaianne, Mallanda, Hara and will meet at 7PM 7/19/2010 to resolve, provide markup to Womack	8/20/2010	Complete 7/20/10
10-4	Simon	Clause 6 – Operations - propose revised text to focus on a principle audience of plant design engineers and summarize with recommended practices focused towards Operations, provide markup to Womack	8/20/2010	Complete 7/20/10
10-5	Simon	Clause 7 – Maintenance - propose revised text to focus on a principle audience of plant design engineers and summarize with recommended practices focused towards Maintenance, provide markup to Womack	8/20/2010	Complete 7/20/10
10-6	All	Provide any comments on existing text (except for clauses 4,6 & 7) to Mark or Tamatha by the end of the NPEC SC-4 10-02 meeting	7/20/2010	
10-7	Bowman & Womack / Gladey	Produce a revise draft with all of action items 10-3, 4, 5 & 6 input and Dave will distribute to working group	9/7/2010	
10-8	Attarian	Provide a set of milestone events and dates to complete for submittal for preview by NPEC at 11-01	9/7/2010	Complete 7/29/2010 email
10-9	Sehi	Set up three WebEx meetings to review final drafts Sept. 14 th 12:30 – 3:00 eastern Oct. 13 th 12:30 – 3:00 eastern Nov. 17 th 12:30 – 3:00 eastern	ASAP	Complete 7/20/10