

## Meeting Notes

### Project 2017-04 Periodic Review of Interchange Scheduling and Coordination Standards

September 26-27, 2017

Xcel Energy  
Golden, CO

#### Administrative

##### 1. Introductions

The meeting was brought to order by the Chair, Gary Nolan at 9:05 a.m. Eastern on Tuesday, September 26, 2017. Vice-chair, Robert Staton, provided the team with building and safety information/logistics. Participants were introduced and those in attendance were:

Name	Company	Member/ Observer	In-person (Y/N)	Conference Call/Web (Y/N)
Mark Atkins	AESI	Observer	Y	
Eric Henderson	Southwest Power Pool	Member	Y	
Jeffrey McLaughlin	PJM	Member	Y	
Gary Nolan	Arizona Public Service	Member (Chair)	Y	
Margaret Olczak	Bonneville Power Administration	Member	Y	
Robert Staton	Xcel Energy	Member (Co-Chair)	Y	
Kevin Tate	Southern Company	Member	Y	
Rob Witham	WAPA - RMR	Member	Y	
Nicholas Browning	MISO	Observer		Y
Laura Anderson	NERC	NERC Staff	Y	
Candice Castaneda	NERC	NERC Staff		Y

**2. Determination of Quorum**

The rule for NERC Standard Drafting Team (SDT or team) states that a quorum requires two-thirds of the voting members of the SDT. Quorum was achieved as seven of total members were present.

**3. NERC Antitrust Compliance Guidelines and Public Announcement**

NERC Antitrust Compliance Guidelines and public announcement were reviewed by Laura Anderson. There were no questions raised.

**4. Roster Updates**

The team reviewed the team roster and confirmed that it was accurate and up-to-date.

**Agenda**

**1. Introductions and Chair's remarks – Gary Nolan**

**2. Review of Meeting Agenda and Meeting Objectives**

**3. August 23-24, 2017 Meeting Notes were approved by the team**

**4. Review and Development of Documents**

- a. INT-004-3.1 discussed; notes taken and initial inputs for recommendations were vetted, populated to an Excel spreadsheet, and drafted Periodic Review Template
- b. INT-006-4 discussed; notes taken and initial inputs for recommendations were vetted, populated to an Excel spreadsheet, and drafted Periodic Review Template
- c. INT-009-2.1 discussed; notes taken and initial inputs for recommendations were vetted, populated to an Excel spreadsheet, and drafted Periodic Review Template
- d. INT-010.21 discussed, notes taken and initial inputs for recommendations were vetted, populated to an Excel spreadsheet, and drafted Periodic Review Template

**5. Action Items Noted**

**6. Future meeting(s)**

- a. October 18, 2017 – Conference call/WebEx

**7. Adjourn**

The meeting adjourned at 1:40 p.m. Mountain on Wednesday, September 27, 2017