The SPP OTWG sponsored a PER-005 Workshop Planning Discussion on February 18, 2009 at the SPP offices in Little Rock. Fred Meyer called the meeting to order at 1:10 p.m. CST. The group reviewed the agenda and the agenda was approved.

Jim Gunnell provided an overview of PER-005 including requirements, measures, compliance and violations, and the implementation timeline.

The group discussed the objectives for the PER-005 Workshop and determined the objectives should include:

- PER-005 Purpose
- PER-005 Requirements
- PER-005 Measures
- PER-005 Implementation Timeline
- Templates for usage in implementing PER-005

Other action items from the meeting included:

- Develop training plan for workshop and present at April 9, 2009 OTWG Face-to-Face meeting
- Draft ILA for workshop
- Jim Gunnell to schedule follow up meeting to discuss template development
- Develop self-study session for PER-005 that can be accessed online
- Offer workshops via net conference
- Roll continuing PER-005 training into future SPP Train-the-Trainer sessions (late 2009)

Adjournment
Fred Meyer adjourned the meeting at 3:00 p.m. CST.