Southwest Power Pool Regional Entity

TRUSTEE MEETING

Past Action Items Status Report

June 21, 2011

	Action Item	Date Originated	Status	Comments
1.	Stacy Dochoda will update Trustees on Delegation Agreement at each meeting	10/28/09	Ongoing	Will be presented at each meeting
2.	Stacy Dochoda and staff will design training program using industry volunteer presenters on reliability	10/28/09	Completed	Training position included in 2011 budget-the person filling this position will be responsible for developing RE training programs
3.	Stacy Dochoda will meet with Nick Brown or Tom Dunn about funding for 5 year technical study and report at January meeting.	10/28/09	Completed	Met with Mak Nagle. Report at meeting.
4.	Stacy Dochoda will inquire with HR about changing quarterly Trustee Meetings to Mondays	1/25/10	Completed	Schedule has been changed
5.	Report on status of the CEA for Nebraska Entities	1/25/10	Ongoing	Will be presented at each meeting
6.	RE to hold workshop or webex on CDMS	1/25/10	Completed	Joint Workshop with MRO scheduled for 5/26/2010
7.	Stacy Dochoda will find out if the SPP RE will be included in the upcoming SPP salary survey	4/26/10	Completed	Yes
8.	Joe Gertsch will continue to provide updated graphs reflecting violation production related to FTEs	6/24/10	Ongoing	Will be presented at each quarterly meeting beginning October 25, 2010
9.	Stacy Dochoda will develop and implement a communication plan regarding the issue of TOP-002 R11 compliance monitoring	6/24/10	Completed	Article included in 2nd Quarter Newsletter, Presentation given at July 13th MOPC Meeting; Item added to RE Fall 2010 Workshop agenda

10.	Stacy Dochoda will consider and determine the appropriate manner in which to respond to the request made by multiple entities that the RE prepare and provide a more formal and/or official document regarding TOP-002a R11	7/26/10	Completed	RE Statement on TOP-002-2a R11 Issued September 16, 2010
11.	Ron Ciesiel will post a copy of the Event Analysis and Investigation Procedures to the SPP RE webpage.	7/26/10	Completed	Copy of Draft Event Analysis Procedures were posted to SPP RE webpage
12.	RE will add Event Analysis and Investigation Procedures as a topic to its Fall 2010 workshop agenda if said procedures have been adequately developed prior to the scheduled workshop.	7/26/10	Completed	Procedures were not adequately developed prior to scheduled workshop; however, announcement of NERC ERO Event Analysis Process Document Webcast, which was held October 12, 2010, included in RE 3rd Quarter Newsletter
13.	Ron Ciesiel will modify the Compliance Report to include data regarding: a) the number of SPP RE registered entities with post-June 18, 2007 reportable violations, and b) the trend of reportable violations.	7/26/10	Ongoing	Will be included in Compliance Report beginning with October 25, 2010
14.	Stacy Dochoda, along with her staff, will further explore ways to improve the SPP RE processes and services.	10/25/10	Ongoing	The SPP RE issued a supplemental survey in December, 2010 to learn more about the decreases in stakeholder satisfaction.
15.	Ron Ciesiel will explore other venues (in addition to RE workshops, SPP working group meetings, and trustee meetings) to communicate to registered entities the expectations regarding EOP-002-2.1 Capacity and Energy Emergencies.	10/25/10	Pending	During the 2nd Quarter 2011, the SPP RE will host a webinar to review the list of standards that will become mandatory and enforceable on October 1, 2011, which includes an updated version of EOP-002.

16.	The RE will notify the registered entities of NERC's initiation of "field-testing" of its enhanced Event Analysis Program. The field-testing and/or trail period, which began on October 25, 2010, is expected to continue through at least the end of the year and possibly into 2011.	10/25/10	Completed	Stacy Dochoda sent a letter to all SPP RE Registered Entities notifying them of the Initiation of the Trial Period for the NERC Event Analysis Program on October 29, 2010. An article about the field-testing was also included in the SPP RE's October News Bulletin
17.	Ron Ciesiel will assess the data retention requirements for processing Technical Feasibility Exception (TFE) requests, specifically whether the data should be retained at the entity's location or at the RE offices.	10/25/10	Pending	The SPP RE's CIP data handling and retention process procedures will be reviewed and refined following the first CIP audit, which is scheduled to be conducted during May
18.	Stacy Dochoda will review and revise as necessary the description of the SPP RE's proposed 2011 Performance Metrics, in particular the metrics related to enforcement activities, to clarify that the performance goals concerning the number of violations pertain to processing discovered and reported violations as opposed to the discovery of new violations.	01/24/11	Completed	Stacy Dochoda reviewed and revised the SPP RE's proposed 2011 Performance Metrics (see agenda item 9)
19.	Stacy Dochoda and Joe Gertsch will modify the third metric, Violations to NERC, to include consideration of the violation risk factor	01/24/11	Completed	Stacy Dochoda and Joe Gertsch modified the third metric, Violations to NERC, to include consideration of the violation risk factor reviewed (see agenda item 9)