



**PJM Transmission Owners Agreement  
Administrative Committee (TOA-AC)**

**Open Meeting Minutes  
September 7, 2016 Meeting**

**1. Administrative Items**

Mike Batta conducted a roll call and confirmed a quorum. The meeting minutes for the July meeting were approved.

**2. PJM RTEP Updates**

**a. Update on RTEP Studies**

Paul McGlynn and Steve Herling provided the update. Window 2 has closed, and PJM is currently evaluating all proposals received. PJM is continuing to work through the winter and light load criteria. Given that there is some overlap between a handful of violations in winter and light load and issues identified by PJM, PJM will likely not post any of the proposals related to those violations, or will hold them over until there is a window for the winter and light load criteria. PJM will describe its strategy going forward at next week's TEAC meeting.

**b. Update on Progress of the Designated Entity Design Standards Task Force**

Paul McGlynn and Sue Glatz provided the update. The task force has been divided into three teams (substation design, transmission lines, and relay protection), and the three teams have been meeting consistently through July and August, working toward the first line of design standards related to each of their respective areas. The Task Force is expecting to have a draft out at the end of this year or early first quarter next year. The Planning Committee will receive an update next week.

**3. Process for Updating Regular NDA and Signatories Document Posted on PJM Website**

Chip Richardson provided the update. With respect to transitioning from the Original NDA to the Amended NDA, the LIT recommended, and the TOA-AC agreed, that the most efficient and straight-forward approach would be to freeze the list of Certificate Signatories from the Original NDA (such that no new Certificate Signatories will be added to the list) and require that all Reviewing Representatives from each company sign the Amended NDA Certificate going forward.

Under this approach, TOA-AC members will be able to remove individuals from the posted list under the Original NDA, but will not be able to add people to that list. Once the Amended NDA is posted, companies will be able to pull blank Certificates (general and special purpose) off of the PJM website and send them in. PJM will maintain the list of who has signed.

#### **4. Transmission Revenue Requirements (Tariff – PJM Web Site)**

Pauline Foley presented the issue to the Committee for discussion. A question had arisen internally with respect to whether or not there should be enhanced coordination between Attachment H and PJM's website regarding Transmission Owner revenue requirement information.

After discussion, the Committee determined that no further action was needed.

#### **5. Transmission Enhancement Charges Clause in Schedule 12 (c)(4)**

Pauline Foley provided the update. This item was addressed through the Section 205 Working Group, which determined that no further action was needed.

#### **6. Waiver and the CTOA Compliance**

Mark Ringhausen presented the issue to the Committee for discussion. The Committee discussed the balance between ODEC's regulatory and TOA-AC-related responsibilities. The Committee determined to continue the discussion at the next meeting, and in the interim send the matter to the LIT for further discussion and analysis.

#### **7. LIT Update**

Cheri Yochelson provided the update. The LIT has been spearheading efforts on the final *pro forma* wires-to-wires agreement. In August, a draft was circulated. Dominion has taken that draft, performed a final review, and added some additional comments. The revised draft will be distributed to the TOA-AC members next week, and will then be forwarded to PJM.