



November 18, 2003
Embassy Suites Crystal City
1300 Jefferson Davis Highway
Arlington, VA 22202
(703)979-9799

The purpose of the meeting is to kick off the EIPP working group, define objectives, identify deliverables, and identify roles and responsibilities. At the conclusion of this meeting, we will be well positioned to respond to any information requirements recommendations that may be contained in the August 14 interim report (yet to be released).

AGENDA

- 9:30 AM–9:40 AM • Introductions and meeting accommodations
- 9:40 AM–10:10 AM • Define the objectives of the EIPP
- 10:10 AM–10:30 AM • Define who the ultimate customer for the EIPP is (i.e. real-time operations, Operating Eng., Planning or all)
- 10:30 AM–10:50 AM • Identify the deliverables based on objectives and customer definition
- 10:50 AM–11:05 AM • Break
- 11:05 AM–11:45 AM • Identify the activities required to meet the expected objectives and provide the deliverables to the ultimate customer
- 11:45 AM–12:45 PM • Lunch Provided
- 12:45 PM–1:15 PM • Identify if some of the activities in item 6 can be separated into phases
- 1:15 PM–1:45 PM • Determine who will be responsible for each activity - volunteers
- 1:45 PM–2:45 PM • Discuss governance and structure for the EIPP
- 2:45 PM–3:00 PM • Break
- 3:00 PM–3:30 PM • Discuss budget planning requirements
- 3:30 PM–3:50 PM • Recap of meeting action items and identify next steps

Important Numbers	Matt Donnelly Pacific Northwest National Laboratory (509) 372-6472 Fax: (509) 375-3614	Phil Overholt Transmission Reliability Program Manager (202) 586-8110 Fax: (202) 586-5860
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