



## **Regional Standards Committee Executive Committee Structure & Responsibilities**

The Regional Standards Committee (RSC) Executive Committee (“Ex Com”) is comprised of the RSC Chair, its two Vice Chair, and two (2) at-large voting members of the committee, (one Canadian and one US). The RSC Chair, its two Vice Chair positions and the Regional Standards Process Manager are the permanent ex officio members of the Ex Com. The two (2) at-large members shall serve for a term of one (1) year. It is desirable that the five voting members of the Ex Com represent sufficient diversity to ensure balance; if there are RSC members elected specifically as Canadian representatives, they will be considered Canadian representatives rather than representatives of the segment under which they are registered in NERC.

The Regional Standards Process Manager shall serve as the nonvoting ex officio secretary of the Ex Com. The RSC shall solicit from its membership an ad hoc “Nominating Task Force” who shall present a slate of candidates to be voted on to serve as Ex Com at-large members. The committee shall elect these at-large members of the Ex Com annually before the end of the second regularly scheduled committee meeting of the new year in a ballot conducted in accordance with the NPCC Bylaws. The Ex Com of the RSC may exercise all the powers of the full committee between meetings of the committee with the exceptions of approving initial posting of SARs, appointing drafting team members, moving a SAR into the standards drafting stage or authorizing a draft standard to be moved to pre-ballot posting. (For these four actions, unless pre-authorized by the full Regional Standards Committee, a decision will be made by a ballot which will also include all members of the RSC who are present at the meeting and choose to vote on the action item.) A motion will pass Ex Com if at least 2/3 (e.g., 4 of 5, 3 of 4, or 2 of 3) of the votes cast are in the affirmative. The quorum for ballot of any action item will be the normal quorum for Ex Com meetings as defined below.

It is preferred, to the extent practical, that the RSC assign an action to the Ex Com in advance, or that an action is deferred to the RSC as a whole. When it becomes necessary to act between RSC meetings, an Ex Com member may consult other RSC members to obtain guidance on appropriate action. If an item is controversial the Ex Com member may propose to the Ex Com that the item be deferred to the next scheduled RSC meeting if not date sensitive.

Any actions taken by the Ex Com for the activities listed below will be documented in minutes and posted on the NPCC website. The Ex Com shall notify the RSC as soon as possible after the Ex Com takes any action. The Ex Com shall, at the next scheduled RSC meeting, submit any actions it has taken for ratification by the full committee in accordance with the voting requirements as outlined in the latest NPCC Bylaws. If the RSC does not ratify an action of the Ex Com at the next regularly scheduled RSC meeting which achieves a quorum, the Ex Com action is voided.

**The Ex Com shall assist the RSC Chair, as requested, in the following activities:**

- **Review committee meeting agendas prepared by the Standards Process Manager.**
- **Coordinate committee and subgroup activities.**
- **Develop proposed responses to matters before the committee in between scheduled RSC meetings.**
- **Develop comments and proposed responses to posted NERC and FERC documents as required for consideration by the RSC.**
- **Initiate drafts of processes and procedures, if of an urgent nature, for review and approval by the RSC.**
- **Develop proposed responses to Board requests to the RSC.**

**The RSC chair may call for a meeting of the Ex Com at any time. If the Ex Com is expected to take action on behalf of the RSC, RSC members will be notified (at the same time as the Ex Com) of the meeting time, location, and agenda (including all available materials) so that interested RSC members may attend the Ex Com meeting. The chair may also invite others to meetings of the Ex Com as needed. An Ex Com meeting shall be deemed to be valid if held either in-person or by telephone.**

**An Ex Com member who is unable to attend a meeting is encouraged to designate a proxy by providing written notice (electronic medium is acceptable) to the chair, vice chair, or secretary. Ex Com members are encouraged to appoint other RSC members to serve as temporary alternates to vote their proxies. Three of the five members of the Ex Com must be present to establish a quorum and to conduct business. A voting member of the Ex Com may not serve as a proxy for another voting member (an Ex Com member may not carry more than one vote for the purposes of conducting Ex Com business).**