# Establishment and Authority

The System Review Subcommittee (SRS) was established by the Reliability Assessment Committee (RAC).

# Purpose and Responsibilities

The purpose of the SRS is to develop, implement, and monitor guidelines and policies for the development of interconnection-wide power flow and dynamics stability cases that support RAC’s reliability assessments and WECC members’ ability to meet requirements of NERC Standards.

The SRS will:

1. Develop requirements for data collection, compilation, and verification in support of the creation of interconnection-wide cases to be used by the RAC, Transmission Planners, Planning Coordinators, and other stakeholders.
2. Develop a compilation schedule and case descriptions for interconnection‑wide cases and maintain procedures for assessing the quality of interconnection‑wide cases, under the leadership of the Base Case Coordinator, selected as described below.
	1. Coordinate with stakeholders on the specifications for the interconnection-wide specialized cases.
	2. Meet NERC-mandated case creation requirements as specified in the WECC designee letter.[[1]](#footnote-1)
3. Develop quality metrics and monitor data submission for consistency with guidelines and policies and coordinate data issues as required under the leadership of the Compliance Coordinator.
4. Coordinate with the Modeling and Validation Subcommittee (MVS) to compare compiled interconnection-wide cases to actual system conditions and events from an interconnection-wide perspective.
5. Monitor NERC Standards related to modeling and simulation of the transmission system and develop data requirements and implementation plans.
6. Participate in transmission system data management and simulation software development and testing to determine how technology can improve the SRS guidelines and policies.
	1. Ensure interchangeability of data among users of different software.
7. Work with other RAC groups and other stakeholders as needed.
8. Provide a forum for discussing issues related to the creation of interconnection‑wide cases.
9. Create an annual work plan and schedule that aligns with the RAC work plan.
10. Perform other tasks as assigned by the RAC.

The SRS may delegate some of its responsibilities to a work group or task force by approving a charter describing its membership, leadership, responsibilities, and decision-making processes.

# Committee Composition and Governance

1. **Membership**
	1. The SRS will be composed of members and alternates.
	2. Members will be selected by their organization’s RAC representative.
		1. The RAC representative may assign a temporary alternate if both the member and alternate are unavailable by providing notice to the chair (or designee) 24 hours before the meeting.
	3. Members will serve until they resign, or a successor has been selected.
	4. Members will be appointed by notice to the WECC liaison.
2. **Leadership**
	1. The SRS will approve two of its members to serve as the co-chairs.
		1. The co-chairs will manage the committee and its meetings.
	2. The co-chairs will each hold office for a staggered term of two years, or until a successor has been duly appointed. The co-chairs may serve multiple terms.
	3. WECC staff will partner with the co-chairs to manage the committee and its meetings, plan the agenda, and coordinate efforts with the other technical committees to ensure alignment with WECC staff work plans and priorities.
	4. WECC staff will prepare minutes of SRS meetings for the committee’s approval.
	5. The co-chairs of the SRS will appoint one of the SRS members to serve as the Base Case Coordinator and one to serve as the Compliance Coordinator.
	6. The co-chairs may appoint a steering committee that will assist with meeting agendas and action recommendations. The steering committee will include the WECC liaison and subgroup chairs, and may include other members.
3. **Meetings**
	1. The SRS will meet as often as required to carry out its responsibilities. Meetings will be held according to the WECC Meeting Policy.
	2. A quorum for meetings will be 15 members or one-third of the members, whichever is fewer.
	3. Action taken by the SRS will require a majority vote of the members present. Voting may be by any means the chair determines appropriate. SRS members may not vote by proxy or absentee ballot.
	4. SRS meetings may be in-person, by webinar, or by conference call, as determined by the chair.
	5. WECC will give notice by email to each member of the SRS of the time and place of all meetings and will post notice of all meetings on the WECC website. Notice will be given no less than:
* 30 days before in-person meetings.
* 10 days before a webinar.
	1. An agenda, containing the items for which action may be taken, will be provided no less than three days before each meeting.
	2. Any person who wants notice of SRS meetings may notify the WECC liaison. WECC will then email a copy of the notice and agenda of future meetings to that person when the committee members receive the notice and agenda.

# Reporting

The SRS will report to the RAC on its activities and any recommendations.

The SRS will biennially review each subcommittee, task force, or work group that reports to the SRS to determine whether that group is still necessary or should be dissolved.

# Review and Changes to the Charter

The SRS will review this charter annually and recommend any changes to the RAC.

**Approved by the RAC:**

**Reviewed by the SRS: August 9, 2022**

1. The original letter was modified after discussions between WECC and NERC to remove building a Light Spring case. [↑](#footnote-ref-1)