

# **NYISO Market Participants Audit Advisory Sub-Committee (MPAAS)**

December 13, 2000

The NYISO  
3890 Carman Road  
Schenectady, NY 12303

## **MINUTES OF THE MEETING**

### **I Welcome & Introduction**

The Opening Session of the MPAAS began with four nominated market participants in attendance: Curt Ashman (from NYSEG), Art Brennan (from NYPA), Kevin Feeney (from Niagara Mohawk), and Kathy Logan (from Orion Power).

In addition, the NYISO General Auditor, Marc Rubin, and external counsel, Kevin Jones (from Hunton & Williams) were also at the meeting.

After introductions, it was agreed that the posted Agenda would be followed for the meeting.

### **II Organizational Issues / By-Laws**

Mr. Jones had prepared preliminary by-laws, to comply with the Management Committee requirement that all of its sub-committees have by-laws approved by the Management Committee. The MPAAS is a sub-committee of the Management Committee.

The preliminary by-laws were reviewed, section by section, by all of the attendees. Subsequent to the discussion, it was agreed that Mr. Jones would work to modify the proposed by-laws for the changes agreed by the attendees.

As part of the discussion of the by-laws, Mr. Ashman expressed interest in serving as the MPAAS Chairperson. Per the by-laws the Chairman of the Management Committee would make such an appointment.

The group agreed that volunteers to serve as Vice-Chairperson of the MPAAS would be solicited at the next MPAAS meeting. (The Chairman of the Management Committee also appoints an individual to that position.)

After agreement to the modified by-laws (scheduled for the next MPAAS meeting), the by-laws would be presented for approval to the following Management Committee meeting.

### **III SAS 70 Requirements and Scope**

Mr. Rubin described the preliminary work that the NYISO has begun; to review business process and general IS controls preparatory to the initiation of a SAS 70 review. The vendor for such a review was scheduled to be selected during February or March 2001.

Mr. Rubin reviewed the objectives of a SAS 70 review, and the NYISO's logic for initiating and expectations for such a review. He invited the MPAAS to provide recommendations for the scope of the SAS 70 (a Type 1 review). The Group agreed to address the issue at a subsequent meeting.

### **IV Risk Assessment**

Mr. Rubin noted that a risk assessment, to determine the most important risks and opportunities facing the NYISO, would be commencing shortly. He invited members of the MPAAS – and there was general agreement - to provide their perspectives of market participant risk priorities at a soon to be scheduled meeting.

### **V Next Meeting**

The attendees agreed that the next meeting would be held via teleconference, to review the by-laws, as modified by the group and to be prepared by Mr. Jones. The expectation was that such a meeting would be held during early January.

Another meeting would be scheduled to be held during mid-January.

### **VI Adjournment**

The meeting was adjourned at approximately 12:35 PM.

Respectfully submitted,  
Marc A. Rubin  
Secretary, MPAAS