

**Southwest Power Pool, Inc.
OPERATIONS TRAINING WORKING GROUP**

Teleconference
January 7, 2013

• **AGENDA** •

1:30 – 3:00 p.m. CST

Register here for this meeting:
http://www.spp.org/event_register2.asp?oID=4587

1. Call to Order and Approval of Agenda..... Shannon Bolan
2. Approval of 12/10/2012 Meeting Minutes..... Shannon Bolan
3. Review of Previous Action Items Leslie Sink

Action Item	Date Originated	Owner	Status	Comments
2013 SOC Outline	8/16/2012	John Gunter and Margaret Adams	Completed	John Gunter has completed the 2013 SOC outline and will email the outline for review to the OTWG members
SME – eLearning	9/10/2012	Leslie Sink and Jennifer Farley	Completed	Jennifer will work with Jane to open the CBT for all and send out a communication. Phase 2 of the SME course will be implemented sometime in 2013
DTS Engineer	10/26/2012	Jim Gunnell	In Progress	Bert Bressers is interviewing candidates for the DTS engineer. Jim will update once someone has been identified
DTS Discrepancy and Progress Reports	10/26/2012	John Gunter	In Progress	Follow up on discrepancy reports and chart progress to updates
Current snapshot of production model	11/19/2012	John Gunter	In progress	Work with engineers to get a current snapshot of the production model – testing now – Snapshot in January
2013 SOC Evaluations	11/19/2012	Leslie Sink and Jane Martin	In progress	Look at the LMS to see if it is a viable solution for the 2013 SOC evaluations – update in January

Integrated Marketplace Clinics	11/19/2012	Michael Daly	Completed	Will send out notices of the SME support needed for the 2013 clinics
DTS Requested Meeting	12/10/2012	Leslie Sink	Completed	Will request that a DTS engineer attend 6 or more OTWG meetings for questions and updates
DART 1 and DART 2 Exams	12/10/2012	Leslie Sink	Completed	Research exam results and make any necessary changes
Charter and Bylaws	12/10/2012	Leslie Sink	Completed	Send out the OTWG charter and copy of current bylaws
2013 OTWG Meeting information	12/10/2012	Leslie sink Ronda Walters	Completed	Verify that registration is working on SPP.ORG and email registration opening to members

4. 2013 SOCs Update John Gunter
5. DTS Update..... Ryan and/or Katie
6. 2013 Registration Update/Waitlists Jane Martin
7. Integrated Marketplace Training Michael Daly
8. 2012 Customer Satisfaction Surveys Margaret Adams
9. 2012 Stakeholder Services Survey Results Leslie Sink
10. Working Group Survey Results.....Leslie Sink/Shannon Bolan
11. Lessons Learned from Audits, JTA Development, etc..... All
12. Other Items..... All
 - a. 2014-2015 Strategic planning Leslie Sink
 - b. NERC Mock Audit/WAPA..... Leslie sink
 - c. Stanley Winbush term 1/2015..... Shannon Bolan
13. Summary of New Action Items..... Leslie Sink
14. Future Meetings
 February 4, 2013 (Teleconference)
 1:30 – 3:00 p.m. CST
 Register here: http://www.spp.org/event_register2.asp?oID=4588
15. Adjournment Shannon Bolan