

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

Face-to-Face

April 18, 2013

• MINUTES •

Attendees:

- | | |
|-----------------------------|-----------------------|
| Denney Fales - KCPL* | Allen George – SECI |
| Mark Eastwood - CUS* | Jim Gunnell – SPP |
| Robert Hirschak - CLECO* | Jennifer Farley – SPP |
| Edgar Rivera - LUS* | Margaret Adams – SPP |
| Misty Revenew - WRI* | John Gunter – SPP |
| Scott Labit – GRDA* | PJ Rose – SPP |
| Sheldon Hunter – SECI* | Keeth Works – SWPA |
| Stanley Winbush – AEP* | Gary Cox – SWPA |
| Mike Hood – AECC* | Mike Crouch - OGE |
| Leslie Sink – SPP-Staff Sec | |

* *Voting Member*

Agenda Item 1: Call to Order and Approval of Agenda

Denney Fales called the meeting to order at 1:06 CST.

Agenda Item 2: Approval of 3/21/2013 Meeting Minutes

Misty Revenew made a motion to approve and post the 4/8/13 meeting minutes and Stanley Winbush seconded that motion.

Agenda Item 3: Review of Previous Action Items

Action Item	Date Originated	Owner	Status	Comments
QTS/QTD offered PER005 workshop	3/4/2013	Misty Revenew	In progress	Misty will continue to work on getting a conference organized. The tentative date is July 30-31, 2013 at KCPL,
2014-2016 Strategic Plan	3/4/2013	Leslie Sink Jim Gunnell	In progress	Changes will be made on the 2014-2016 OTWG strategic plan – the plan will be ready for final approval for the June OTWG meeting

Agenda Item 4: 2013 SOC Update – Overall evaluations for the Lafayette SOC were very positive. Again, the general consensus is the learners enjoy the current format, the round tables allow more collaboration and it is easier for the facilitators to “join” in with the conversations – rather than having to stand to the side.

John explained he needed more help with presenters and that he would be missing the June, Springfield SOC. Denney encouraged the OTWG member to assist with the presentations. Some learners have requested a few more realistic examples would be good.

Agenda Item 5: QTS/QTD Training – Misty Revenew has contacted QTS/QTD to get specifics on hosting a training for the mid-west. Misty has also contacted several other entities to see who would be interested in attending in one was hosted. She has 12 – 15 individuals that stated they would like to attend the training if offered. The dates that are currently being reviewed are July 30-31st. Additionally; KCPL has offered to host this training event. Misty will begin contacting QTS/QTD to confirm dates, payment options and attendees. Course cost is \$7800 and that includes materials and travel. This cost will need to be divided amongst the learners/attendees.

Agenda Item 6: 2014-2016 Strategic Planning Update: Jim Gunnell facilitated the Strategic Planning session – He went through the document making recommended changes to verbiage. Additionally the “brainstorming” topics were ranked in order of priorities etc. Specifics will be on a separate document emailed to OTWG members and posted to SPP.ORG. This will be voted upon at the June face-to-face and the approved plan will be posted on SPP.ORG.

Agenda Item 7: Other Items – No other items at this time.

Agenda Item 8: New Action Items –

1. Misty Revenew will continue to discuss training options/availability for the QTS/QTD training. Possible date: July 30-31 with KCPL hosting
2. John Gunter will confirm presenters for the upcoming SOCs
3. DTS-TTSE – PJ will get more clarification on if the DTS will go away once the TTSE is up and running
4. HEP Training – Leslie Sink will research other HEP training offerings in the industry
5. Jennifer Farley will contact Cheryl regarding Transmission Forum’s presentation on shift work and human performance

Future Meetings

May 6, 2013 Teleconference 1:30 - 3:00

Register here: http://www.spp.org/event_register2.asp?oID=4593

Agenda Item 9: Adjournment – Robert Hirchack made a motion for adjournment at 4:05 and Edgar Rivera seconded the motion.