

Southwest Power Pool
OPERATIONS TRAINING WORKING GROUP
August 24, 2017
Face-to-Face

• Summary of Action Items •

1. Leslie Sink will advertise OTWG members to attendees of the 2017 Marketplace Symposium in an effort to solicit more feedback about Marketplace training from members across the SPP footprint.
2. Jennifer Farley will send out a survey to all training contacts in the SPP footprint on August 28, 2017, to solicit input for the 2018 Train the Trainer workshops.
3. Gay Anthony will send out 2018 VILT schedule delivery options and the dates for the 2018 System Operations Conferences (SOCs) to members.
4. Any SPP member wishing to be considered as a 2018 SOC host location must let Gay Anthony know so a nomination packet can be sent for the host to complete and return to her. 2018 SOC locations will be determined at the OTWG meeting on September 28, 2017.
5. Michael Daly will send out the link to the Google form for the meeting effectiveness survey.

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• M I N U T E S •

Agenda Item 1 – Call to Order

Russell Moore (SPRM) called the meeting to order at 1:00 p.m. The following members were in attendance:

Russell Moore, SPRM, Chair
Kevin Ballany, AECC
Denney Fales, KCPL
Janelle Marriott-Gill, TSGT
Robert Hirschak, CLECO
Jaroddo Horn, AEP
Joel Robles, OPPD
Derek Stafford, GRDA
Steve Tegtmeier, LES
Dave Waag, WAPA

A quorum was present for the meeting, and the following proxies were received:

- Chris Dodds (WRI) was absent, and Russell Moore (SPRM) represented him by proxy.
- Michael Gaunder (OKGE) was absent, and Derek Stafford (GRDA) represented him by proxy.
- Sheldon Hunter (SECI) was absent and not represented by proxy.
- Danny Johnson (XCEL) was absent and not represented by proxy.
- Carroll Reddick (WFEC) was absent, and Tina Adams (WFEC) represented him by proxy.

Agenda Item 2 – Statement and Attendance

Michael Daly (SPP) read the introductory language from the Chair/Staff Secretary training and then took attendance. (See Attachment 1)

Agenda Item 3 – Consent Agenda

Russell Moore presented the consent agenda that included the August 24th meeting agenda as well as the meeting minutes from the July 10, 2017, face-to-face meeting. Denney Fales (KCPL) made a motion to approve the consent agenda as presented. Robert Hirschak (CLECO) seconded the motion. The motion passed with no opposition or abstentions.

Agenda Item 4 – Review of Previous Action Items

Michael Daly provided an update on the action items from the previous meeting. His update can be found [here](#).

Agenda Item 5 – Follow-Up from July 10 Meeting

Russell Moore thanked members for their great input during the July 10 meeting.

Michael Daly noted that specific training topics for Marketplace training had not been solicited in advance of today's meeting. He explained that after the Marketplace Training Update in agenda item 8 that more clarification would be provided.

Agenda Item 6 – Ad Hoc Group Reports

A. Success Metrics

i. 2018 SOC Recommendation

Russell Moore reviewed the original purpose of the Success Metrics ad hoc group, which included assessing how to best evaluate the content and learning experience of the SOCs. The group had previously recommended to the OTWG, and the OTWG approved during its April 6, 2017, meeting, to host 3 SOCs in Little Rock and 3 in the footprint for 2018 and 2019. This approach planned to utilize break-out sessions and the Dispatch Training Simulator (DTS) in Little Rock and continue the current format in the footprint locations.

Russell stated that based on the results of the July 10, 2017, meeting that the previously approved SOC approach for 2018 and 2019 was no longer desired. This conclusion stems from the data presented in July indicating that the SOCs are primarily utilized for credential maintenance. Therefore, the ad hoc group now proposed to continue the current format of the SOCs in 2018.

Denney Fales (KCPL) made a motion to adopt the proposal of the ad hoc group to continue the current format of the SOCs and have them hosted at member locations in 2018. Derek Stafford (GRDA) seconded the motion. The motion passed with no opposition or abstentions.

ii. Final Recommendation

Russell stated that the previous motion, and subsequent agreement of the OTWG, completed the work of the ad hoc group. He then recommended that the OTWG formally disband the ad hoc group.

Denney Fales (KCPL) made a motion to adopt the proposal terminate the Success Metrics ad hoc group. Steve Tegtmeier (LES) seconded the motion. The motion passed with no opposition or abstentions.

B. Organizational Items

i. Final Recommendation

Russell Moore reported to the OTWG on the final recommendations of the Organizational Items ad hoc group. The group had previously come to the OTWG with recommendations regarding meeting format/frequency and new member onboarding/mentoring. Russell reported on the communications process, action item accountability, bylaw education, and chair/vice-chair responsibilities. The communications process will involve OTWG members reaching out to gather the concerns of training stakeholders inside their organizations, and across the SPP footprint, and working with SPP staff to address those concerns. Several solutions have been proposed and/or already are in place to ensure action items are completed. Additionally, bylaw education will occur in small groups as new members are onboarded and as need during OTWG meetings. With all identified outcomes from the 2016 strategic planning session having been addressed, Russell recommended that the ad hoc group be disbanded. Should the group be needed again at some point, different members will be recruited.

Denney Fales (KCPL) made a motion to accept the recommendation to terminate the Organizational Items ad hoc group. Steve Tegtmeier (LES) seconded the motion. The motion passed with no opposition or abstentions.

Agenda Item 7 – Reliability Training Update

A. 2018 Reliability Training Proposal

Jennifer Farley (SPP) presented an overview of the 2018 proposed reliability training course offerings. She shared that the SOC's will again be offered 6 times with 50 people per conference. Simulation-based training would be offered by restructuring the REOPS course content to be offered remotely covering a variety of topics. Restoration drills would be offered with some different options for members to consider. Virtual Instructor-Led Training (VILT) courses would be reduced to allow more focus on eLearning development. For Train-the-Trainer topics, Jennifer will solicit more information from training contacts across the footprint via survey to be sent on August 28, 2017. Their feedback will shape the 2018 Train-the-Trainer offerings.

John Gunter (SPP) addressed members about the proposal for the 2018 restoration drills. Members had previously provided feedback to John regarding the types of restoration drills that were beneficial to them. He proposed two options for members to consider during the meeting. Option 1 proposed 8 blackstart drills, 4 partial restoration drills, and 2 member emergency response exercises. Option 2 proposed 6 blackstart drills, 6 partial restoration drills, and 2 member emergency response exercises. John did note that SPP was proposing to no longer hold the ILA for the member emergency response exercises, which would mean that member entities that wished to participate and earn CEH credit would assume responsibility for completing an ILA for their organization. Members were polled as to which they preferred, and the consensus revealed that Option 2 was preferred.

Gay Anthony (SPP) shared a proposal for the 2018 delivery of virtual instructor-led training (VILT). Her proposal included keeping two VILTs from 2017—Abnormal Operations and New and Emerging Technologies—and offering a third VILT on a new topic. Members will be surveyed to determine the topic for the third VILT. Members will also be providing more feedback about the proposed delivery schedule for the 2018 VILTs. The consensus reached during the meeting centered on two options: to keep the delivery schedule exactly like it was for 2017 or to change it. The proposed change would spread the delivery out over the course of the calendar year and offer the VILTs from 0900 to 1100 and 1200 to 1400 on the same day. A final determination will be discussed at the September 28 meeting. Gay also shared that the number of VILT offerings was being reduced for 2018 due to the results of the July 10, 2017, meeting where members indicated a preference for more eLearning courses. The tentative plans for 2018 include offering Marketplace Reliability, Flowgate Mitigation, and Unit Commitment Fundamentals as eLearning courses.

As a result of the OTWG's decision to plan the 2018 SOC's using the same format as the 2017 SOC's, Gay provided a kick-off presentation for 2018 SOC planning. Members will have the proposed dates distributed to them during the week of August 28 and have the opportunity to nominate host locations. Nominations will be due by September 20 and locations decided at the September 28 meeting. SPP Staff will begin identifying potential topics with input from stakeholders across the footprint and finalize the 2018 plans at the October 26 meeting.

Agenda Item 8 – Marketplace Training Update

Becky Gifford (SPP) provided members with an update from the Marketplace Training team. She noted that staff was preparing for the upcoming Integrated Marketplace Fundamentals Clinic and Marketplace Symposium. On-going work for the team includes onboarding new members, updates to eLearning courses, and assessing revision requests for training impacts. Previously, the OTWG was told that the new Quick-Start logic would be implemented with Market Release 1.23. However, since the last OTWG meeting, the new functionality has been delayed and will now come in Market Release 1.25 sometime in 2018. Training development is already underway for that change and will roll out when the new project schedule is finalized.

Members were updated on the approved revision requests with training impacts as well as a preview of all known 2018 Marketplace related training development work. The preview also included proposed revision requests that will likely have a training impact. This information will help members keep abreast of training related changes to Integrated Marketplace content. Becky also showed members the Integrated Marketplace course catalog in the SPP Learning Center. This catalog will help members narrow their suggestions for Marketplace training. Because the catalog contains so many topics already, members can make sure their suggestions are closing a gap that has not already been addressed with current content.

Agenda Item 9 – Lessons Learned from Audits

This agenda item was omitted due to a lack of time and travel issues that arose during the meeting.

Agenda Item 10 – Roundtable

This agenda item was omitted due to a lack of time and travel issues that arose during the meeting.

Agenda Item 11 – Working Group Effectiveness Survey

Michael Daly provided the QR code and link for members to assess the effectiveness of the meeting. Russell Moore noted that candid comments were welcome.

Agenda Item 12 – Summary of New Action Items

1. Leslie Sink will advertise OTWG members to attendees of the 2017 Marketplace Symposium in an effort to solicit more feedback about Marketplace training from members across the SPP footprint.
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Agenda Item 13 – Discussion of Future Meetings

Russell Moore shared that the next meeting will be on September 28, 2017, in Springfield, Missouri. The meeting will begin at 1:00 p.m. CDT on the 2nd floor of SPA's Springfield Operations Center.

Agenda Item 14 – Adjournment

Russell Moore adjourned the meeting at 4:35 p.m.

Respectfully Submitted,

Michael Daly, Secretary

Attachments: Attachment 1—Meeting Attendance Record

Attachment 1—Meeting Attendance Record

First Name	Last Name	Company
Tina	Adams	Western Farmers Electric Cooperative
Gay	Anthony	Southwest Power Pool
Kevin	Ballany	Arkansas Electric Cooperative Corp.
Angie	Blacketer	Lincoln Electric System
Shannon	Bolan	Nebraska Public Power District
Michael	Daly	Southwest Power Pool
Denney	Fales	Kansas City Power & Light
Jennifer	Farley	Southwest Power Pool
Becky	Gifford	Southwest Power Pool
Janelle	Marriott-Gill	Tri-State Generation and Transmission Assn., Inc.
Jim	Gunnell	Southwest Power Pool
John	Gunter	Southwest Power Pool
Robert	Hirchak	Cleco
Jaroddo	Horn	American Electric Power
Mike	Kidwell	Empire District Electric Company
Kevin	Kingsley	MDU Resources Group, Inc.
Jason	Mazigian	Basin Electric Power Cooperative
Russell	Moore	City Utilities of Springfield, MO
David	Pham	Empire District
Joel	Robles	Omaha Public Power District
Leslie	Sink	Southwest Power Pool
Derek	Stafford	Grand River Dam Authority
Sing	Tay	Oklahoma Gas & Electric
Steve	Tegtmeier	Lincoln Electric System
Dave	Waag	Western Area Power Administration
Jimmy	Womack	Southwest Power Pool