

**Southwest Power Pool
OPERATIONS TRAINING WORKING GROUP**

February 20, 2019

Face-to-Face Meeting

• Summary of Action Items •

1. OTWG members are to begin surveying their organizations for topics for the 2020 training year.

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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 10:02 a.m. CST. The following members were in attendance:

Russell Moore, SPRM, Chair
Michael Gaunder, OKGE, Vice-Chair
Tina Adams, WFEC
Kevin Ballany, AECC
Mark Ellis, AEP
Denney Fales, KCPL
Janelle Marriott-Gill, TSGT
Robert Hirschak, CLECO
Danny Johnson, XCEL
Kevin Reed, NPPD
Joel Robles, OPPD
Steve Tegtmeier, LES

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

- Sheldon Hunter (SECI) was absent and was not represented by proxy.
- Derek Stafford (GRDA) was absent, and Michael Gaunder (OKGE) represented him by proxy.
- Dave Waag (WAPA) was absent and was not represented by proxy.

Agenda Item 2—Statement and Attendance

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

Agenda Item 3—Consent Agenda

Russell Moore presented the consent agenda that included the February 20 meeting agenda, the meeting minutes from the October 25 face-to-face meeting, and the meeting minutes from the November 13 teleconference meeting. Kevin Reed (NPPD) made a motion to approve the consent agenda as presented. Danny Johnson (XCEL) 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—OTWG Working Group Effectiveness Survey Results

Russell Moore presented the results of the 2018 Working Group Effectiveness survey. The survey, administered by the SPP communications department, had a lower response rate than last year with only 75% of members responding. The survey notes that meetings are clear, productive, and have good discussion. The survey also contains praise for the chair's leadership of the group. One area of concern in the survey centered on the representation of TOPs in the group. There was discussion regarding what roles GOPs and Market personnel have in the group. Russell Moore stated that it seemed that the group is heavy with TOPs, but in fact, the current membership covers more roles than just TOPs. Janelle Marriott-Gill suggested that as the OTWG is mentioned in training events that the representation of the group be clarified to learners so that there is understanding that the group encompasses more than just TOPs.

Agenda Item 6—Reliability Coordination (RC) Services in the West

Leslie Sink (SPP) provided an update on RC services in the Western Interconnect. She noted that John Gunter (SPP) and Gay Anthony (SPP) had been attending the Rocky Mountain and Desert Southwest training advisory committees' cycle training. Additionally, there is an ongoing effort to organize trainers in the west for monthly calls to update them on training developments. A train-the-trainer event for trainers in the west will be held at SPP in August prior to on-boarding the western entities. Leslie noted that the work to accommodate this new region would not impact the training services currently provided to SPP members in the Eastern Interconnect. She did note a need to provide a restoration drill for system operators in this region due to SPP becoming the reliability coordinator in the 2019 calendar year.

Agenda Item 7—NERC Update

Leslie Sink (SPP) updated the group regarding the whitepaper from NERC that addresses offering one generic certification over the current four certifications for system operators. Members discussed the implications of this proposal and were encouraged to submit their comments to NERC by the March 27 deadline. Leslie also shared that NERC is in the process of reviewing all working groups and committees in an effort to improve organizational efficiency.

Agenda Item 8—Reliability Communications Tool Update

John Gunter spoke to members about the Reliability Communications tool, which is also referred to as the R-Comm tool. The tool is similar to an application that MISO uses and is intended to improve communication efficiency for flowgate activation/deactivation, load shed instructions, and general messaging. Training will be available for members on March 7, 14, and 28, 2019, from 1:00 p.m. to 3:00 p.m. CDT.

Agenda Item 9—System Operations Conference (SOC) Registration/Waitlists

Kim Burnside (SPP) presented the waitlist data for this year's SOCs. All waitlists had increased since the report was presented, with the exception being the Little Rock SOC. Gay Anthony discussed management of the waitlists and noted that two tables would be added for the Denver SOC as was done last year.

Agenda Item 10—Marketplace Training Update

Michael Daly presented members with an update on Marketplace training activities. He shared the results of the data solicited from members following the October 25 face-to-face meeting. This feedback will enable more effective planning of training for market system releases. All 2019 Market training initiatives were reviewed, and the current progress for each initiative was addressed. The settlement system replacement project is currently in a delay, which will impact all market training initiatives for the remainder of 2019. A new go-live date for the settlement system is promised by February 28, and, after that time, the timeline for some market training will need to be revised. Members were cautioned that there is a proposal pending to change the close time of the Day-Ahead Market, which would likely change

some tasks at their organizations. Updates on the status of this proposal will be provided in future meetings.

Agenda Item 11—Lessons Learned from Audits

A. Training Documentation Ad Hoc Group Update

The group had not met since our last meeting, and no update was given.

B. Discussion/Questions/Insights/Compliance Concerns

No questions were asked.

Agenda Item 12—Roundtable

Russell Moore reminded members that our next face-to-face meeting would be in Dallas, and that meeting would focus on determining the training needs for our footprint in 2020. He asked members to begin thinking about the topics they would like to see in training courses in 2020. Michael Daly stated he would follow up with members to solicit their topics and help members begin to think about the specifics around those topics.

Agenda Item 13—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 14—Summary of New Action Items

1. OTWG members are to begin surveying their organizations for topics for the 2020 training year.

Agenda Item 15—Discussion of Future Meetings

The next meeting will be via teleconference on the morning of Thursday, May 9, 2019. The next face-to-face meeting will be held on Wednesday, July 31, and Thursday, August 1, 2019, in Dallas, Texas.

Agenda Item 16—Adjournment

A motion was made by Robert Hirschak (CLECO) to adjourn the meeting. Michael Gaunder (OKGE) seconded the motion. The motion passed with no opposition or abstentions.

Russell Moore adjourned the meeting at 11:49 a.m. CST.

Respectfully Submitted,

Michael Daly, Secretary

Attachments: Attachment 1—Meeting Attendance Record

First Name	Last Name	Company
Tina	Adams	Western Farmers Electric Cooperative
John	Allen	City Utilities of Springfield, MO
Gay	Anthony	Southwest Power Pool
Kevin	Ballany	Arkansas Electric Cooperative Corp
Benjamin	Bernier	Gridforce Energy Management, LLC
Shannon	Bolan	Nebraska Public Power District
Kim	Burnside	Southwest Power Pool
Amy	Casavechia	Southwest Power Pool
Matthew	Cline	Kansas City Board of Public Utilities
Michael	Daly	Southwest Power Pool
Gail	Elliott	ITC Holdings
Mark	Ellis	American Electric Power
Denney	Fales	Kansas City Power & Light
Jennifer	Farley	Southwest Power Pool
Michael	Gaunder	Oklahoma Gas & Electric
Becky	Gifford	Southwest Power Pool
Janelle	Marriott-Gill	Tri-State Generation and Transmission Association, Inc.
John	Gunter	Southwest Power Pool
Robert	Hirchak	Cleco
Sheldon	Hunter	Sunflower Electric Power Corp
Danny	Johnson	Xcel Energy
John	Mason	Independence Power & Light
Russell	Moore	City Utilities of Springfield, MO
Gary "Kevin"	Reed	Nebraska Public Power District
Melissa	Rinehart	Southwest Power Pool
Joel	Robles	Omaha Public Power District
Leslie	Sink	Southwest Power Pool
Steve	Tegtmeier	Lincoln Electric System