

**Southwest Power Pool**  
**OPERATIONS TRAINING WORKING GROUP**  
**July 31-August 1, 2019**  
**Face-to-Face Meeting**

**• Summary of Action Items •**

1. Michael Daly will correct the dates in action items 122 and 123.
2. OTWG members will submit their feedback regarding the OTWG vacancy to Russell Moore by 5:00 p.m. Friday, August 2, 2019.
3. OTWG members will submit topics for Ad Hoc group meetings to Derek Stafford.
4. OTWG members will submit additional non-CEH topics for eLearning development to Amy Casavechia.
5. SPP Staff will move two VILT deliveries from the summer months and provide a revised calendar for consideration at the September meeting.
6. OTWG members will submit additional topics for the 2020 Train-the-Trainer sessions, both ILT and VILT deliveries, to Jennifer Farley by August 16, 2019.
7. SPP Staff will schedule a seventh restoration drill on the 2020 reliability training calendar.
8. Michael Daly will work with the chair and vice-chair to structure the October meeting agenda to continue the strategic planning work.
9. OTWG members will review the proposed 2020 meeting dates and determine what will work for the group.

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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 1:01 p.m. CDT. 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, Evergy  
Janelle Marriott-Gill, TSGT  
Robert Hirschak, CLECO  
Sheldon Hunter, SECI  
Danny Johnson, XCEL  
Kevin Reed, NPPD  
Joel Robles, OPPD  
Derek Stafford, GRDA  
Steve Tegtmeier, LES

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

- Danny Johnson (XCEL) was absent on August 1, and Denney Fales (Evergy) represented him by proxy.
- Joel Robles (OPPD) was absent on August 1, and Ryan Murphy (OPPD) represented him 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—Safety Update**

Michael Daly reviewed the security procedures for the Renaissance Tower meeting room.

**Agenda Item 4—Consent Agenda**

Russell Moore presented the consent agenda that included the July 31-August 1 meeting agenda, and the meeting minutes from the May 9 teleconference meeting. Robert Hirschak (CLECO) made a motion to approve the consent agenda as presented. Denney Fales (Evergy) seconded the motion. The motion passed with no opposition or abstentions.

### **Agenda Item 5—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 6—OTWG Vacancy Recommendation**

Natasha Brown of the Oklahoma Municipal Power Authority and Stephen Vaillancourt of the Western Area Power Administration—Upper Great Plains region were nominated for the vacant position with the working group. Each nominee shared a little about their background and interest in serving with the OTWG before being asked questions by members. Russell Moore stated that all members should provide feedback regarding the recommendation by 5:00 p.m. on August 2, 2019.

### **Agenda Item 7—Training Documentation Ad Hoc Group Update**

Derek Stafford (GRDA) reviewed topics discussed by the Ad-Hoc group over the past year. In presenting each topic, he noted where the group was able to increase understanding around these issues and share best practices to implement across the footprint.

### **Agenda Item 8—eLearning Prioritization**

Amy Casavechia (SPP) presented an update of eLearning projects and polled members on the prioritization of eLearning development for 2020. In 2019, the eLearning team has completed nine projects, with the majority of those related to reliability training. Amy noted that 46 projects are currently in the queue for development, and the remainder of the year will be spent on removing FLASH from existing modules, preparing updates for the go-live of the new settlement system, and transitioning two existing courses to current the eLearning platform.

Following her update, Amy asked members to prioritize four courses for eLearning development in 2020. Prior to the meeting, members were given four courses to consider and rank for eLearning development. Members had questions around the detail offered in the courses, and others asked to add additional needs to the list, even if they were not eligible for NERC Continuing Education Hours (CEHs) for system operator credential maintenance. The group agreed the new reliability communications application (R-Comm) was a pressing need because the introduction of that application changed the desk qualifications for some member companies. A vote via QR code was held to determine the priority, and three different motions were presented for member consideration to finalize the list of courses for development. However, only one motion received a second.

Mark Ellis (AEP) made a motion to postpone Kevin Reed's first motion that an eLearning module on R-Comm be developed over the following prioritized courses: 1. Managing Renewables, 2. Congestion Management, 3. Wind Forecast, and 4. Natural Gas Overview, so that the weighted average of the votes would determine the ultimate prioritized order, and that to vote on this item at the beginning of the meeting on August 1, 2019, so that SPP staff could complete the calculation of the weighted average. After discussion, Kevin Reed (NPPD) seconded the motion. The motion passed with no opposition or abstentions.

The following morning, the members reviewed the results after the weighted average had been calculated. Kevin Reed (NPPD) made a motion to approve the following prioritization for eLearning development in 2020: 1. R-Comm Tool, 2. Managing Renewables, 3. Congestion Management, 4. Wind Forecast, and 5. Natural Gas Overview. Denney Fales (Everygy) seconded the motion. The motion passed with no opposition or abstentions.

### **Agenda Item 9—Marketplace Training Update**

Michael Daly shared an update on Marketplace training with the group. He reviewed the current status of training initiatives for this year, including training for the new settlement system, market enhancements,

and upcoming instructor-led courses. Training initiatives for 2020 were discussed, which included likely work on the change in the jointly owned unit logic as well as changes for fast-start qualified resources. Michael noted the pace of change in the market could be quite rapid in the months ahead and urged members to keep abreast of changes. He also shared that Customer Training is planning a new instructor-led course in 2020 that will explore how the SPP's Integrated Marketplace performs reliability-related functions. The course would be offered one time in 2020 for CEH credit and would then be evaluated for future delivery in the customer training program.

#### **Agenda Item 10—Reliability Training Update**

##### **A. System Operations Conference (SOC) Feedback**

Gay Anthony (SPP) reviewed the feedback from the Denver SOC and noted where a few changes have been made to the key points that are being emphasized this year. This year's conference continues to have a high satisfaction among attendees and facilitators.

##### **B. 2019 SOC Needs**

Gay Anthony shared registration and waitlist data for the remaining SOCs this year. There are currently no waitlists for the Omaha and Amarillo SOCs, and more proctors are needed in Amarillo. The Kansas City conference does have a waitlist, but no more proctors are needed at this time.

#### **Agenda Item 11—2020 Reliability Training Planning**

##### **A. Restoration Drill Design**

Greg Reed (SPP) presented the plan for the 2020 restoration drills. The drills will employ a plausible restoration reality that will enrich the participation for each entity. Tentatively, SPP will offer six restoration drills in 2020 and provide sixteen CEHs per drill.

##### **B. Virtual Instructor-Led Training (VILT) Proposal**

Gay Anthony reviewed the 2019 VILT offerings and noted that they were updated just this year. With that understanding, she proposed that the 2020 VILT offerings remain the same as 2019, with one exception. The Power System Protection: Protection Schemes will be converted to self-study in 2020 rather than continue as a VILT session. Members discussed participation in the VILT program this year and whether the delivery schedule should be adjusted in 2020. The members reached consensus to move two VILT deliveries out of the summer months to another time in the calendar. SPP staff will accommodate this change and provide a revised draft calendar for review and approval at the next meeting.

##### **C. REOPS**

John Gunter (SPP) reviewed the 2020 proposal for the regional emergency operations (REOPS) course. He proposed six VILT deliveries in 2020 and that the in-person sessions be eliminated in 2020. Prior to the meeting, John asked for members to provide topics to cover in the course in 2020. Suggested topics to include were congestion management, voltage control, R-Comm, load shed, and minimum generation conditions.

Denney Fales (Evergy) made a motion to adjourn for the day and resume again at 8:00 a.m. on August 1. Robert Hirschak (CLECO) seconded the motion. The motion passed with no opposition or abstentions.

##### **D. Train-the-Trainer**

Jennifer Farley (SPP) presented the plan for train-the-trainer courses in 2020. There will be 2 VILT courses and one instructor-led workshop. Prior to the meeting, Jennifer asked for members to provide topics to address in 2020. Some suggestions presented were how to build a self-study course, taking a power point to self-study, and strategies for developing differential surveys. Members received an action item to submit their topics to Jennifer by Friday, August 16.

#### **E. SOC Planning**

Gay Anthony presented the nominations for 2020 SOC host locations as well as the proposed months each location could host. Members discussed the logistics for each location as well as registration implications.

Michael Gaunder (OKGE) made a motion to approve the 2020 SOC Host Locations as presented:

1. Little Rock, Arkansas—March 2020
2. Kansas City, Missouri—April 2020
3. Columbus, Ohio—May 2020
4. Omaha, Nebraska—August 2020
5. Denver, Colorado—September 2020
6. Norman, Oklahoma—October 2020

Kevin Reed (NPPD) seconded the motion. The motion passed with no opposition or abstentions.

Gay reminded members to be sending in their topics for next year's SOC's. Members suggested topics that included the evolution of the SPP footprint, renewable energy resources and how they work together, the evolution of the SPP footprint, a day in the life of each desk, new line types under construction, conservative operations, and fuel supply resiliency. Gay requested that members send in their suggestions by August 16. The topics will be reviewed at the next meeting on September 5.

#### **F. Draft Calendar**

Jennifer Farley reviewed the 2020 draft calendar with members. The calendar is based on a six week training cycle and will offer sixty-six training continuing education hours per training week. Leslie Sink (SPP) stated that the customer training program targets seventy hours per training week for continuing education credit, and in 2020 that will be sixty-six hours. Members discussed why the amount was less for 2020 and the additional training needs for their company training programs. Leslie took an action item to schedule a seventh restoration drill to the 2020 calendar.

#### **Agenda Item 12—Strategic Planning Discussion**

Michael Daly started the strategic planning discussion by asking everyone to write down responses to two questions: 1.) how could the OTWG provide more value in the future, and 2.) If you could change one thing about how the OTWG operates, what would it be. Russell Moore clarified that the second question should specify one thing the group could build on/enhance and on thing that needs to be changed. Attendees were asked to keep those responses until later in the discussion.

Russell Moore reviewed the feedback to the Value and Affordability Task Force and requested members be more involved in the production of training products. He asked what does the group do well and what could be changed to make the group better. Members began sharing different ideas and discussed whether topics for the SOC can be provided earlier in the year so that development may occur.

Other items suggested including other trainers in the OTWG meetings, reviewing content more frequently, revise how members are introduced at SOC sessions, provide training feedback at other working group meetings, continuing to send the year-end letter, and revising our quarterly report to the Markets and Operations Policy Committee.

Russell Moore asked members to consider if facilitation of the SOC should be added as a requirement for OTWG membership. He also noted that the strategic planning discussion would continue at future meetings and our agenda would be updated to reflect that change.

### **Agenda Item 13—OTWG Scope Statement Review**

The scope statement was briefly referenced during the discussion of agenda item twelve. Members will continue to evaluate this at future meetings and approve revisions for the Markets and Operations Policy Committee as requested.

### **Agenda Item 14—SPP Working Group Update**

#### **A. Web-Based Meeting Application Change**

Michael Daly reviewed the recent changes to WebEx with the group and reminded them again about making sure to re-register for the meetings. Also, members should choose the “Call Me” option with the new application because it will save money.

#### **B. Scope Statement Review Timeline**

Michael Daly shared that charters are now referred to as scope statements, and that the OTWG would have to review and/or approve its charter at its September meeting. The scope statement will be reviewed by the Markets and Operations Policy Committee in October. The September meeting will also be a time for the group to review and respond to the annual working group assessment. That report will have to be submitted back to SPP by October 4.

#### **C. Working Group Consolidation Update**

Michael Daly provided an update on the Working Group consolidation effort from the Value and Affordability task force. Russell Moore and Michael met with the staff secretary of the Markets and Operations Policy Committee on June 26 and had a good discussion about the value of the group. Markets and Operations Policy Committee members continue to discuss this topic, and Michael will report more at future meetings.

#### **D. Proposed Meeting Dates for 2020**

Michael Daly reviewed the proposed meeting dates for 2020 and asked members to determine if the dates will work with their schedules. Members will report back at the September meeting and consider the meeting dates in conjunction with the 2020 reliability training calendar.

### **Agenda Item 15—Roundtable**

Robert Hirschak (CLECO) noted that NERC had issued a Standard Authorization Review for PER-003-2, and that the drafting team would need members. He asked members to consider being a part of this team.

### **Agenda Item 16—Working Group Effectiveness Survey**

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

### **Agenda Item 17—Summary of New Action Items**

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3. OTWG members will submit topics for Ad Hoc group meetings to Derek Stafford.
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**Agenda Item 18—Discussion of Future Meetings**

The next meeting will be via teleconference on the morning of Thursday, September 5, 2019.

**Agenda Item 19—Adjournment**

A motion was made by Robert Hirschak (CLECO) to adjourn the meeting. Kevin Reed (NPPD) seconded the motion. The motion passed with no opposition or abstentions.

Russell Moore adjourned the meeting at 12:07 p.m. CDT.

Respectfully Submitted,

Michael Daly, Secretary

Attachments: 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
Natasha	Brown	Oklahoma Municipal Power Authority
Amy	Casavechia	Southwest Power Pool
Jay	Chase	Southwestern Power Administration
Michael	Daly	Southwest Power Pool
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
Russell	Moore	City Utilities of Springfield, MO
Russell	Quattlebaum	Southwest Power Pool
Gary "Kevin"	Reed	Nebraska Public Power District
Greg	Reed	Southwest Power Pool
Joel	Robles	Omaha Public Power District
Leslie	Sink	Southwest Power Pool
Derek	Stafford	Grand River Dam Authority
Steve	Tegtmeier	Lincoln Electric System
Karen	Thomas	Southwest Power Pool
Stephen	Vaillancourt	Western Area Power Administration—Upper Great Plains Region
Jimmy	Womack	Southwest Power Pool