

**Southwest Power Pool  
OPERATIONS TRAINING WORKING GROUP  
September 5, 2019  
WebEx / Teleconference Meeting**

**• Summary of Action Items •**

1. Leslie Sink will provide price data to include in the Working Group Assessment.
2. Michael Daly will update the Working Group Assessment and provide to Russell Moore for distribution.
3. Michael Daly will update the details for the Dallas meeting in 2020 and schedule all 2020 meeting dates for registration on SPP.org.
4. SPP staff will update the 2020 calendar and post to SPP.org.
5. Agenda item 6d will be deferred to the October 2019 meeting.

**Southwest Power Pool**  
**OPERATIONS TRAINING WORKING GROUP**  
**September 5, 2019**  
**WebEx / Teleconference Meeting**

• M I N U T E S •

**Agenda Item 1 – Call to Order**

Russell Moore (SPRM) called the meeting to order at 9:33 a.m. CDT. The following members were in attendance:

Russell Moore, SPRM, Chair  
Michael Gaunder, OKGE, Vice-Chair  
Tina Adams, WFEC  
Kevin Ballany, AECC  
Natasha Brown, OMPA  
Mark Ellis, AEP  
Denney Fales, Evergy  
Janelle Marriott-Gill, TSGT  
Robert Hirschak, CLECO  
Sheldon Hunter, SECI  
Kevin Reed, NPPD  
Derek Stafford, GRDA  
Steve Tegtmeier, LES

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

- Danny Johnson (XCEL) was absent and was not represented by proxy.
- Joel Robles (OPPD) 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 September 5<sup>th</sup> meeting agenda as well as the meeting minutes from the July 31-August 1, 2019, face-to-face meeting. Kevin Reed (NPPD) made a motion to approve the consent agenda as presented. Derek Stafford (GRDA) 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 – 2018-19 Working Group Assessment**

The members reviewed the 2018-2019 Working Group Assessment and discussed revisions needed. Janelle Marriott-Gill (TSGT) suggested adding a cost component to the hours of training delivered. The

goal would be to demonstrate how much the SPP footprint saved in travel costs and development costs associated with providing training. The group agreed this data would be important to include. Leslie Sink (SPP) agreed to provide some cost data that will be helpful as the report is revised and submitted to the Corporate Governance Committee (CGC).

Denney Fales (Evergy) made a motion to approve the report and include the revisions discussed. Robert Hirschak (CLECO) seconded the motion. The motion passed with no opposition or abstentions.

### **Agenda Item 6 – 2020 Planning**

#### **A. 2020 OTWG Meeting Dates**

Members reviewed the proposed 2020 meeting dates presented during the last meeting and discussed whether the dates would work with their schedules. Russell Moore proposed that the May 7, 2020, teleconference meeting be moved to April 30, 2020, and changed to a face-to-face meeting, which would also coincide with the final day of the Kansas City System Operations Conference (SOC). Kevin Reed (NPPD) proposed that the July 2020 meeting in Dallas be extended by a half day at a minimum to accommodate all of the anticipated agenda items.

Members then discussed the merits of these proposals in light of their previous strategic planning discussion, which included involving the group more in the research and development of training courses. Mark Ellis (AEP) wanted to make sure that feedback from the 2019 SOC's and the annual training program evaluation would be available in advance of the April 2020 meeting. He noted that having that data ahead of time would help the group narrow down possible topics for development in 2021.

To better facilitate how members can be of most help in researching course content to aid development, Russell Moore suggested that the instructional designers, Becky Gifford (SPP) and Jennifer Farley (SPP), educate members on best practices for helping develop content. The discussion also included comments about how big of a change this work would be to how the group approves content today. Russell noted that 2020 would be an adjustment, but that the process for 2021 would be easier.

The group agreed on the following meeting dates/times/locations:

- February 19, 2020      Face-to-Face      Little Rock, Arkansas (SPP)
- April 30, 2020      Face-to-Face      Kansas City, Missouri (Evergy)
- July 29-30, 2020      Face-to-Face      Dallas, Texas (AEP)
- September 10, 2020      WebEx/Teleconference
- October 22, 2020      Face-to-Face      Norman, Oklahoma (OG&E)

Kevin Reed (NPPD) made a motion to approve the 2020 meeting dates with the changes discussed. Michael Gaunder (OKGE) seconded the motion. The motion passed with no opposition or abstentions.

#### **B. 2020 Training Calendar**

Gay Anthony (SPP) presented an updated draft of the 2020 training calendar for the group's consideration. She noted where the virtual instructor-led courses had been shifted to accommodate the requested seventh restoration drill. The members requested that the restoration drill scheduled for November 10-11, 2020, be moved away from the Veterans Day holiday on November 11. After discussion, the restoration drill was scheduled for November 9-10, 2020.

Derek Stafford (GRDA) made a motion to approve the 2020 training calendar with the changes discussed. Michael Gaunder (OKGE) seconded the motion. The motion passed with no opposition or abstentions.

### **C. 2020 SOC Update and Topic Discussion**

Gay Anthony provided members with an update on topics under consideration for the 2020 System Operations Conference (SOC). Members discussed the options presented and offered more feedback, which included: favoring a day-in-the-life approach, including frequency response, and having a scenario per day.

### **D. Possible 2020 Capacity and Energy Emergency Drill Discussion**

This meeting item was deferred to the October 17, 2019 meeting.

### **Agenda Item 7 – OTWG Strategic Planning Discussion**

This item was deferred to the October 17, 2019 meeting.

### **Agenda Item 8 – Written Reports**

Written reports for Marketplace Training and the SOC Feedback were provided to members prior to the meeting. The agenda allotted time for questions regarding these reports. No questions were asked.

### **Agenda Item 9 – Roundtable**

#### **A. VM Server Pool Update**

Greg Reed (SPP) noted that the VM servers would be implemented by the end of October, and he expected that to run smoothly. He also shared attendees to the September restoration drills will test using new VPN connections.

#### **B. ILAs for GridEx**

Russell Moore questioned whether members would be submitting ILAs for this year's GridEx activity. As of now, no members are planning to submit ILAs for GridEx.

#### **C. Other Items**

Derek Stafford shared that the most recent meeting of the Ad Hoc group discussed sharing ILAs in courses to aid member trainers in developing ILAs for their courses. He noted that he would discuss this idea further during the October 17 meeting in Kansas City.

### **Agenda Item 10 – Working Group Effectiveness Survey**

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

### **Agenda Item 11 – Summary of New Action Items**

1. Leslie Sink will provide price data to include in the Working Group Assessment.
2. Michael Daly will update the Working Group Assessment and provide to Russell Moore for distribution.
3. Michael Daly will update the details for the Dallas meeting in 2020 and schedule all 2020 meeting dates for registration on SPP.org.
4. SPP staff will update the 2020 calendar and post to SPP.org.
5. Agenda item 6d will be deferred to the October 2019 meeting.

**Agenda Item 12 – Discussion of Future Meetings**

**OTWG Face-to-Face Meeting**

October 17, 2019

1:00 p.m. to 5:00 p.m. CDT

Every

Auditorium, 2<sup>nd</sup> Floor

1200 Main Street

Kansas City, Missouri 64105.

**Agenda Item 13 – Adjournment**

Russell Moore adjourned the meeting at 11:51 a.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.
Angie	Blacketer	Lincoln Electric System
Natasha	Brown	Oklahoma Municipal Power Authority
Amy	Casavechia	Southwest Power Pool
Ella	Caillouette	NorthWestern Energy
Michael	Daly	Southwest Power Pool
Mark	Ellis	American Electric Power
Denney	Fales	Evergy
Terry	Gates	American Electric Power
Michael	Gaunder	Oklahoma Gas & Electric
Becky	Gifford	Southwest Power Pool
Janelle	Marriott-Gill	Tri-State Generation and Transmission Assn., Inc.
Robert	Hirchak	Cleco
Sheldon	Hunter	Sunflower Electric Power Corp
Russell	Moore	City Utilities of Springfield, MO
Kevin	Reed	Nebraska Public Power District
Leslie	Sink	Southwest Power Pool
Derek	Stafford	Grand River Dam Authority
Steve	Tegtmeier	Lincoln Electric System
Karen	Thomas	Southwest Power Pool