

**SOUTHWEST POWER POOL  
OPERATIONS TRAINING WORKING GROUP MEETING**

**October 17, 2019  
Energymetro, Inc. – Kansas City, Missouri**

**SUMMARY OF ACTION ITEMS**

1. Denney Fales will work with the ORWG to increase the frequency of the load shed test.
2. OTWG members will review facilitation needs for 2020 System Operations Conferences (SOCs) at their February 2020 meeting.
3. Leslie Sink will identify the CWG, MOPC, MWG, and ORWG representatives for OTWG members.
4. Leslie Sink will develop a straw man proposal for No Shows/Withdrawals for instructor-led courses.

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Eversource Energy, Inc. – Kansas City, Missouri

## **MINUTES**

### **AGENDA ITEM 1 – CALL TO ORDER**

SPP Chair Russell Moore (SPRM) called the meeting to order at 1:05 p.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  
Danny Johnson, XCEL  
Kevin Reed, NPPD  
Derek Stafford, GRDA  
Steve Tegtmeier, LES

A quorum was present for the meeting, and the following absences were noted:

- Joel Robles (OPPD) was absent from the meeting 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 October 17 meeting agenda, and the meeting minutes from the September 5 teleconference meeting. Russell asked that the agenda be amended to make item 6a an approval item. After discussion and clarification, Kevin Reed (NPPD) made a motion to approve the consent agenda with item 6a of the October 17 meeting agenda noted as an approval item and edited to read 2021 Training Development Timeline. Tina Adams (WFEC) 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 – 2020 PLANNING

#### **A. 2020 System Operations Conference (SOC) Content Outline**

Gay Anthony (SPP) presented the 2020 SOC content outline to the group for their consideration. She shared the following four topics: a.) SPP footprint tour, b.) NERC functional model tour, c.) operational data tour, and d.) day-in-the-life of NERC operator roles (RC, BA, TOP, GOP) focusing on the 1/17/2018 event and resulting report. Gay invited the group to suggest a fifth topic to round out the 2020 SOC content.

The group discussed the proposal and offered feedback on each of the four items presented as well as suggestions for the fifth item. Specifically, the group wanted weather added to the content for the footprint tour, and they suggested adding CROW and R-Comm updates to the operational data tour. The group agreed that frequency response should be the fifth topic covered in next year's SOC.

Michael Gauner (OKGE) made a motion to approve the 2020 SOC content outline as presented with item 5 being frequency response. Sheldon Hunter (SECI) seconded the motion. The motion passed with no opposition or abstentions.

#### **B. Capacity and Energy Emergency Drill**

Speaking on behalf of John Gunter (SPP), Gay Anthony shared that SPP Customer Training plans to make simulation training on Capacity and Energy Emergencies a part of the existing Regional Emergency Operations (REOPs) curriculum in 2020. This change is in response to recommendations for operator training by NERC and FERC in the 2019 FERC and NERC Staff Report on "The South Central United States Cold Weather Bulk Electric System Event of January 17, 2018."

### **C. 2020 Registration Reminder**

Kim Burnside (SPP) reminded members that registration for 2020 reliability training classes will be at 2:00 p.m. CST on Tuesday, November 5, 2019. She also shared that the SPP Learning Center (LMS) would be receiving an enhancement that would change the look of the training details page for members. After reviewing the changes, the members agreed to postpone the implementation of the enhancement until after November 5. Kim also shared that the virtual learning platform, Jigsaw, was updated to become compliant with HTML 5. This change means that Jigsaw works best in Chrome, FireFox, and Microsoft Edge, but not Microsoft Internet Explorer. Members were reminded to make sure their systems would work with Jigsaw by January 2020.

## **AGENDA ITEM 6 – OTWG STRATEGIC PLANNING DISCUSSION**

### **A. 2021 Training Development Timeline**

Russell Moore led the group in a continuation of their strategic planning work that was started earlier in the year. He summarized the work completed during the July 2019 meeting, which focused on how topic selections for reliability training were generated for the group to consider and approve. Russell then asked if the development timeline of topics for the System Operations Conference (SOC) could be accelerated as the group plans reliability training courses for 2021. The group then discussed what the timeline would look like as well as the deliverables OTWG members would need to complete on that timeline.

Russell and members built consensus for the following timeline and outcomes for SOC development:

- February 2020—brainstorm topics based on available data
- April 2020—develop a content outline for agreed upon topics
- July 2020—finalize learning objectives for topics with help from SPP staff and work in small groups to develop/research content
- August 2020 through October 2020—compile research and identify any need for additional research
- October 2020—turn over content from small teams to SPP Customer Training

Members agreed that having smaller teams of members focusing on individual topics would add value to SOC facilitation during the 2021 conferences. The group also noted that consultation with the SPP instructional design staff would be necessary to ensure the information researched for the topics would aid the development of training materials for the conferences.

Kevin Reed (NPPD) made a motion to approve the 2021 SOC development timeline as presented. Tina Adams (WFEC) seconded the motion. The motion passed with no opposition or abstentions.

**B. Enhancements vs. Changes**

**C. Membership Requirement Concern**

**D. Engagement/Involvement**

**E. Scope Statement Revisions**

Due to a lack of time, Russell Moore combined these items and asked members if they desired SOC facilitation as a requirement for membership in the group. The consensus was that involvement in the work of the group was more important than just facilitating the SOCs. However, the group will work to ensure adequate facilitation of the SOCs and will review those needs at their meeting on February 19, 2020.

**AGENDA ITEM 7 – WRITTEN REPORTS**

**A. Marketplace Training Update**

Members discussed the report and whom to send it to within their organizations. Leslie Sink took an action item to identify the CWG, MOPC, MWG, and ORWG representatives for each member.

**B. SOC Feedback (Amarillo Conference)**

Members did not ask any questions about the feedback.

**AGENDA ITEM 8 – ROUND TABLE**

Leslie Sink (SPP) discussed charging those attendees that do not show up and/or fail to withdraw in an adequate amount of time from instructor-led training courses. She shared that there had been numerous instances this year where food and supplies were ordered in anticipation of a certain number of attendees for instructor-led training courses. When attendees simply did not show up, or did not withdraw in enough time for food and supply orders to be adjusted, it resulted in unnecessary expenses for the course. In an effort to hold attendees more accountable for their registration in instructor-led training courses, the group will consider charging a “no-show” fee or cancellation fee to members that fail to withdraw within a reasonable amount of time. Leslie Sink will draft a proposal for group’s consideration at its February 19, 2020, meeting.

## **AGENDA ITEM 9 – 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 10 – SUMMARY OF ACTION ITEMS**

1. Denney Fales will work with the ORWG to increase the frequency of the load shed test.
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## **AGENDA ITEM 11 – DISCUSSION OF FUTURE MEETINGS**

The next meeting will be held on February 19, 2020, at Southwest Power Pool in Little Rock, Arkansas. The meeting will begin at 8:00 a.m. CST in Auditorium A.

## **AGENDA ITEM 12 – ADJOURNMENT**

A motion was made by Michael Gaunder (OKGE) to adjourn the meeting. Steve Tegtmeier (LES) seconded the motion. The motion passed with no opposition or abstentions.

Russell Moore adjourned the meeting at 5:05 p.m. CDT.

Respectfully Submitted,

Michael Daly

Secretary

Attachments

Attachment 1—Meeting Attendance Record

Attachments: Attachment 1—Meeting Attendance Record

| First Name | Last Name     | Company   |
|------------|---------------|---|
| Tina       | Adams         | Western Farmers Electric Cooperative                      |
| John       | Allen         | City Utilities of Springfield                             |
| Gay        | Anthony       | Southwest Power Pool                                      |
| Kevin      | Ballany       | Arkansas Electric Cooperative Corp.                       |
| Natasha    | Brown         | Oklahoma Municipal Power Authority                        |
| Kim        | Burnside      | Southwest Power Pool                                      |
| Amy        | Casavechia    | Southwest Power Pool                                      |
| Jay        | Chase         | Southwestern Power Administration                         |
| Michael    | Daly          | Southwest Power Pool                                      |
| Mark       | Ellis         | American Electric Power                                   |
| Denney     | Fales         | Evergy Metro, Inc.  |
| Terry      | Gates         | American Electric Power                                   |
| Michael    | Gaunder       | Oklahoma Gas and Electric                                 |
| Janelle    | Marriott-Gill | Tri-State Generation and Transmission Association         |
| Robert     | Hirchak       | Cleco   |
| Sheldon    | Hunter        | Sunflower Electric Power Corp.                            |
| Danny      | Johnson       | Xcel Energy   |
| Russell    | Moore         | City Utilities of Springfield                             |
| Russell    | Quattlebaum   | Southwest Power Pool                                      |
| Kevin      | Reed          | Nebraska Public Power District                            |
| Greg       | Reed          | Southwest Power Pool                                      |
| Leslie     | Sink          | Southwest Power Pool                                      |
| Derek      | Stafford      | Grand River Dam Authority                                 |
| Steve      | Tegtmeier     | Lincoln Electric System                                   |
| Karen      | Thomas        | Southwest Power Pool                                      |
| Natasha    | Brown         | Oklahoma Municipal Power Authority                        |
| Colleen    | Wood          | Western Area Power Administration—Desert Southwest Region |