Integrated Marketplace Participant Training Taskforce  
August 6, 2012

Attendees:

Karla Fitzpatrick  
Shannon Bolan  
Dave Millam  
Brenda Lee  
Michael Daly  
PJ Rose  
Mike Hood  
Mark Eastwood  
Leslie Sink  
Jim Gunnell  
Misty Revenew  
Gay Anthony

Notes:

- **Open Meeting**
  - Gay Anthony leaving the training group to join Market Design Group
  - Michael Daly is taking over as leader of the Integrated Marketplace Training work stream and will be assisting this taskforce.
  - Becky Gifford joined team as an instructional designer recently

- **Enrollment Change – Individual Registration**
  - Needed for reporting and metrics
  - Needed to administer the NERC CE classes
  - Needed to gauge the level of need for outreach later in the Integrated Marketplace roll-out.

- **Enrollment Progress Update (numbers are approximate)**
  - Q1 and Q2; NPPD above 85% enrolled 15% waitlist, OPPD 90-95% no waitlist, KCPL 56% expect large percentage of waitlist, AECC 60% registered 20% waitlisted, City Utilities 95% registered 50% waitlisted, Westar 35% enrolled expecting significant waitlist
  - Q3 Survey – NPPD increased, KCPL increased, Westar same, OPPD same, AECC same, City Utilities Springfield modest increases
  - 96% of CEH seats full (Daly)
  - Approximately 50-60% of the non CEH seats full (Daly)

- **Strategies for Potential Waitlisted Participants**
  - CWG meeting, issues raised by the CWG (SPP responses)
    - Why can’t CBTS be offered first? Content needs to be developed and piloted first
    - Why do training dates fall on days where there are other SPP meetings? Schedule is busy, so created multiple offerings
    - Will CBTS have CEH’s attached? Yes.
    - Will you increase enrollment for each course? Working, monitoring closely will adjust as needed
    - Why do we need individual registration? Need to report and also monitor class sizes and determine outreach need.
    - Why register if not receiving NERC credit? Same as above.
    - How is attendance data used? Reported to working groups and used for readiness metrics
    - Why can’t we administer exam locally regardless of date attended? LMS won’t do this.
  - Open Discussion
    - Request to have content or CBTS available earlier in the level 2 training rollout (will discuss with OTWG)
    - No issues with schedule as it relates to other SPP events
    - Group pleased that CBTS will have CEH’s attached
    - Differing opinions around increased enrollment for each course (will discuss with OTWG)
    - Group supports individual registration, however would prefer to have opportunity to discuss large scale rollout changes in advance of implementation. (will discuss with OTWG)
- Group supports individual registration for all courses regardless of NERC CEH status.
- Group understands and supports collection of attendance data.
- Group is familiar with LMS limitations for test-taking.

Marketplace Clinics Registration
- Plan is to open mid to late August (Daly)
- Group would like to discuss further and has questions about this process (will discuss with OTWG)