Southwest Power Pool, Inc.
OPERATIONS TRAINING WORKING GROUP
Teleconference
September 16, 2013

• AGENDA •
1:30 – 3:00 p.m. CST

Register here for this meeting:
http://www.spp.org/event_register2.asp?oID=4599

1. Call to Order and Approval of 9/16/2013 Agenda.................................................. Denney Fales
2. Approval of 8/12/2013 Meeting Minutes ................................................................. Denney Fales
3. Review of Previous Action Items .............................................................................. Leslie Sink

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Date Originated</th>
<th>Owner</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013 SOC Presenters</td>
<td>4/18/2013</td>
<td>John Gunter</td>
<td>Completed</td>
<td>John will send an email out requesting facilitators for upcoming Fall SOCs</td>
</tr>
<tr>
<td>September OTWG Meetings</td>
<td>6/20/2013</td>
<td>Leslie Sink</td>
<td>Completed</td>
<td>Leslie Sink will put on the agenda to review if 9/16 and 9/26 meetings will both be necessary for September</td>
</tr>
<tr>
<td>Virtual Machine Changeover</td>
<td>6/20/2013</td>
<td>PJ Rose</td>
<td>In Progress</td>
<td>PJ will continue to update the OTWG with the progress of the VM changeover</td>
</tr>
<tr>
<td>2013 Learner Information</td>
<td>7/8/2013</td>
<td>Jane Martin Kim Burnside</td>
<td>Completed</td>
<td>Jane Martin and Leslie Sink will provide roster data to the group to aid in decision making for 2014 courses. They will also investigate if the LMS can identify first-time participants.</td>
</tr>
<tr>
<td>Member Outreach</td>
<td>8/12/2013</td>
<td>Margaret Adams Jane Martin</td>
<td>In Progress</td>
<td>Margaret and Jane will look into developing an outreach process for the member groups not currently attending SPP’s training classes</td>
</tr>
</tbody>
</table>
4.  2013 SOCs Update ................................................................. John Gunter

5.  DTS Update ...................................................................... Katie Mauldin/PJ Rose

6.  2013 Registration Update/Waitlists .................................. Jane Martin

7.  Upcoming Regional Training Events ............................. John Gunter/Margaret Adams

8.  Integrated Marketplace Training ................................. Michael Daly/Amy Casavechia/Becky Gifford

9.  Lessons Learned from Audits. ........................................ All

10.  Other Items .................................................................. All
     a.  2014 SOC Finalized Locations ..................................... John Gunter
     b.  2014 Net Conference Finalized Topics .......................... Margaret Adams
     c.  Charter Updates/Revisions ............................................ Leslie Sink
     d.  2014 Registration Opening/Communication ......................... Jane Martin
     e.  Recruiting membership ............................................... Leslie Sink
     f.  October Meeting on Columbus Day ............................... Denney Fales

11.  Summary of new action items ........................................ Leslie Sink

12.  Future Meetings
     September 26, 2013 Face-to-Face (Kansas City, KCPL)
         1:00 – 5:00 p.m. CST
         Register here: http://www.spp.org/event_register2.asp?oID=4600

     October 14, 2013 Teleconference
         1:30 – 3:00 CST
         Register here: http://www.spp.org/event_register2.asp?oID=4601

13.  Adjournment ................................................................ Denney Fales