Southwest Power Pool, Inc.

OPERATIONS TRAINING WORKING GROUP

Face-to-Face – Kansas City, KCPL
September 26, 2013

• AGENDA •

1:00 – 5:00 p.m. CDT

Register here for this meeting:

1. Call to Order and Approval of 9/26/2013 Agenda................................. Denney Fales
2. Approval of 8/12/2013 and 9/16/2013 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>Virtual Machine Changeover</td>
<td>6/20/2013</td>
<td>PJ Rose</td>
<td>In Progress</td>
<td>PJ sent the new VM information to 3 members. One member tested the connection last week. The testing found that the DTS simulation was delayed through the interface. PJ will continue to work with SPP IT and other members for testing.</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 – Jane made a suggestion to call those members who do not have any ‘registrants’ in the LMS</td>
</tr>
<tr>
<td>OTWG Charter Review</td>
<td>9/16/2013</td>
<td>Leslie Sink</td>
<td>In Progress</td>
<td>Leslie Sink emailed the OTWG charter to member for review. All changes, additions or deletions will be discussed and voted upon at the 9/26/13 meeting.</td>
</tr>
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<tr>
<td>2014 SOC Locations/Dates</td>
<td>9/16/2013</td>
<td>Denney Fales, Mark Eastwood and Rick Smith</td>
<td>In Progress</td>
<td>KCPL/CUS/SPS will determine the date(s) for hosting the remaining 2014 SOCs</td>
</tr>
<tr>
<td>Reason for withdrawal 2013 SOCs</td>
<td>9/16/2013</td>
<td>Jane Martin</td>
<td>In Progress</td>
<td>Jane Martin will run an LMS report to identify the noted reasons for 2013 SOC drops – this information will be shared at the 9/26 OTWG meeting</td>
</tr>
<tr>
<td>2014 Draft Training Calendar</td>
<td>9/16/2014</td>
<td>SPP Staff</td>
<td>In Progress</td>
<td>The draft 2014 Regional Emergency Training calendar will be ready for review and vote – all NC topics, REOPs, Drills, and SOCs will be added</td>
</tr>
<tr>
<td>2014 Registration</td>
<td>9/16/2014</td>
<td>Jane Martin</td>
<td>In Progress</td>
<td>Communication(s) will be sent on 11/4 via posting on SPP.ORG and email through the LMS – Open registration will being on 11/13</td>
</tr>
<tr>
<td>ERD Compliance</td>
<td>9/16/2014</td>
<td>John Gunter</td>
<td>In Progress</td>
<td>John Gunter will contact SPP Compliance to confirm that the ERD drills do or do not meet certain NERC blackstart standards</td>
</tr>
</tbody>
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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 Dates Locations ......................................................................................... John Gunter
   b. 2014 Seats for SOC ................................................................................................................... John Gunter
   c. 2014 8 Restoration Drills/ 6 ERD ............................................................................................... John Gunter
   d. 2014 Net Conference Finalized Topics and Dates ................................................................. Margaret Adams
   e. 2014 REOPs finalized dates ....................................................................................................... Margaret Adams
   f. 2014 Train the trainer ................................................................................................................. Jennifer Farley
   g. 2014 Calendar ............................................................................................................................. Leslie Sink
   h. Charter Updates/Revisions .......................................................................................................... Leslie Sink
   i. 2014 Registration Opening/Communication ........................................................................... Jane Martin
   j. October Meeting on Columbus Day ............................................................................................ Denney Fales

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

12. Future Meetings
   October 14, 2013 Teleconference
   1:30 – 3:00 CST Register here

   October 24, 2013 Face-to-Face Springfield
   1:00 – 5:00 CST Register here

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