Southwest Power Pool, Inc.

OPERATIONS TRAINING WORKING GROUP

June 1, 2009

• AGENDA •

1:30 - 3:00 p.m. CST

Register here for this teleconference:
http://www.spp.org/event_register2.asp?oID=1459

1. Call to Order and Approval of Agenda .................................................. Shannon Bolan

2. Approval of 04/30/2009 Meeting Minutes............................................. Shannon Bolan

3. Review of Previous Action Items............................................................ Jim Gunnell
   ☑ Jim Gunnell to investigate continuing education courses for market training, the impact of additional training for new members, and determine the necessary training staff needs for these additional requirements [see agenda item #7]
   ☑ Edgar Rivera to prepare communications solution report and present at the April 30, 2009 OTWG Face-to-Face meeting [see agenda item #8]
   ☑ Abby Simms to follow up with Donna Freeman regarding a job aid for defining what constitutes NERC continuing education hours
   ☑ Donna Freeman to solicit advice from the OTWG in identifying needs that should be addressed in the Train-the-Trainer course [see agenda item #10]
   ☐ Jim Gunnell to explore vendors who offer consulting services and templates that SPP members can use to meet this requirement of NERC PER-005-1
   ☐ Carl Stelly to contact Jim Useldinger regarding System Restoration Drills and the Black Start Task Force
   ☐ Carl Stelly to develop synopsis of feedback from SOCs [see agenda item #9]
   ☐ Jim Gunnell to schedule meeting to finalize a common task list based on the NERC Reliability Functional Model, Version 4

4. Update from 05/18/2009 MWG Meeting.............................................. Shannon Bolan

5. Discussion of OTWG Charter and Reporting Structure.......................... Shannon Bolan

6. Filling OTWG Vacancies...................................................................... Shannon Bolan

7. Staffing Needs for Markets Training ..................................................... Jim Gunnell

8. Communications Solutions Report ......................................................... Edgar Rivera


10. Upcoming Train-the-Trainer Session .................................................... Donna Freeman

11. Proposed Bylaws Changes ................................................................. Donna Freeman

12. Summary of New Action Items............................................................ Jim Gunnell
13. Future Meetings
   Teleconference: July 6, 2009 from 1:30-3:00 p.m. CST
   Register here: http://www.spp.org/event_register2.asp?oID=1460

14. Adjournment .......................................................................................... Shannon Bolan