Southwest Power Pool, Inc.
OPERATIONS TRAINING WORKING GROUP
Teleconference
January 10, 2011

● MINUTES ●

Attendees:

Richard Appel, SECI*
Robert Hirchak, Cleco*
Michael Crouch, OG&E*
Rod Lewis, KCPL*
Misty Revenew, WRI*
Mark Eastwood, CUS*
Stanley Winbush, AEP*
Mike Hood, AECC*
Jim Gunnell - SPP (Staff Secretary)

Carla Fitzpatrick, OPPD
Karen McGee, AEP
Mike Willhoite, GRDA
Gary Plummer, BPU
Bob Kieborz, NPPD
Mike Wech, SWPA
Allan George, SECI
John Mason, City of Independence
Arron Wetovick, OPPD
Margaret Hebert, SPP

* Voting Member

Agenda Item 1: Call to Order and Approval of Agenda
Richard Appel, Vice Chair, called the meeting to order at 1:37 p.m. CST. The agenda was approved.

Agenda Item 2: Approval of 12/06/2010 Meeting Minutes
The 12/06/2010 minutes were approved by acclamation.
**Agenda Item 3: Review of Previous Action Items**
Jim Gunnell reviewed the action items. Updated comments are below.

<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>Follow up with Frank Greitzer with PNNL to determine estimated cost associated with usage of their onsite SPP DTS</td>
<td>03/01/2010</td>
<td>Jim Gunnell</td>
<td>In Progress</td>
<td>Jim Gunnell will contact the DTS engineer to engage PNNL in a conversation about the estimated cost to update the SPP Model for the DTS housed at PNNL.</td>
</tr>
<tr>
<td>Coordinate and schedule a net conference in which multiple vendors are asked to present their products to the JTA Taskforce</td>
<td>04/01/2010</td>
<td>Jim Gunnell</td>
<td>In Progress</td>
<td>This presentation will be scheduled to occur following accomplishment of work by the JTA Taskforce</td>
</tr>
</tbody>
</table>

**Agenda Item 4: Discuss Nominations for OTWG Vacancy**
The OTWG discussed two nominations for the OTWG vacancy created by the term expiration of Carla Fitzpatrick (OPPD). John Mason (INDN) and Della Amstutz (WFEC) were nominated. The OTWG recommended Della Amstutz for the vacancy. Jim Gunnell will send the recommendation to Nick Brown for his approval.

**Agenda Item 5: Discuss the Need for Generator Operator Training**
An inquiry came to the Customer Training group regarding SPP training for Generator Operators. Currently, SPP does not offer specific training for Generator Operators. Margaret Hebert mentioned NERC Project 2010-16 and NERC’s attached documents about removing the Generator Operator from the System Operator definition.

Margaret will forward the NERC Project 2010-16 documents to the OTWG. Jim Gunnell will collect more information regarding PJM’s Generator Operator certification program. Jim Gunnell will put this item on the Face-to-Face agenda for March 2011.

**Agenda Item 6: Proposed EOP-006-2**
Robert Hirchak (Cleco) led a discussion about NERC reliability standard EOP-006-2. EOP-006-2 redefines blackstart resource. EOP-006-2 calls for additional information sharing. Robert asked the group if anyone had concerns about information being shared. Jim Gunnell will contact the staff secretary for the Operating Reliability Working Group regarding who will be responsible for maintaining the information requirements of EOP-006-2.

**Agenda Item 7: Customer Training and Strategic Initiatives**
Jim Gunnell encouraged the OTWG to begin thinking about strategic training initiatives for 2012 and beyond. There will be a discussion at the March Face-to-Face meeting to brainstorm future initiatives. This data is necessary in order to forecast budgets for 2012-2014.
Agenda Item 8: JTA Taskforce Update
Jim Gunnell provided an update regarding the informational net conferences scheduled for PER-005-1 and development of Job Task Analyses. For additional information or to register for any of the sessions, visit the SPP Learning Center.

Agenda Item 9: Lessons Learned from Audits, JTA Development, etc.
No new comments at this time.

Agenda Item 10: Summary of New Action Items

<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>Jim Gunnell will contact DTS engineer to schedule a meeting with the appropriate contact at PNNL to request a cost estimate for upgrading the SPP DTS Model</td>
<td>01/11/2011</td>
<td>Jim Gunnell, Daniel Baker</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jim Gunnell will send recommendation to Nick Brown for the filling the OTWG vacancy</td>
<td>01/11/2011</td>
<td>Jim Gunnell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Margaret Hebert will forward the NERC Project 2010-16 documents to the OTWG</td>
<td>01/11/2011</td>
<td>Margaret Hebert</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jim Gunnell will collect more information regarding PJM’s Generator Operator certification program</td>
<td>01/11/2011</td>
<td>Jim Gunnell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jim Gunnell will put a GO training item on the Face-to-Face agenda for March 2011</td>
<td>01/11/2011</td>
<td>Jim Gunnell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jim Gunnell will contact the staff secretary for the Operating Reliability Working Group regarding who will be responsible for maintaining the information requirements of EOP-006-2</td>
<td>01/11/2011</td>
<td>Jim Gunnell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jane Martin will gather LMS roster data for all 2011 Customer Training courses so that the OTWG can discuss at their March Face-to-Face meeting.</td>
<td>01/11/2011</td>
<td>Jane Martin</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jim Gunnell will resend list of potential vendors for JTA development to the OTWG.</td>
<td>01/11/2011</td>
<td>Jim Gunnell</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Agenda Item 11: Future Meetings
Teleconference: February 7, 2011
1:30-3:00 p.m. CST
Register here: http://www.spp.org/event_register2.asp?oID=3220

Agenda Item 12: Adjournment
Misty Revenew moved to adjourn. Seconded by Robert Hirchak. Richard Appel adjourned the meeting at 2:59 p.m. CST.