Southwest Power Pool, Inc.
OPERATIONS TRAINING WORKING GROUP MEETING

March 2, 2009

• MINUTES •

Agenda Item 1: Call to Order
Richard Appel called the meeting to order at 1:35 p.m. CST

Attendees:
Fred Meyer, EDE* Tony Harris, WRI
Tom Saitta, KCPL* Mike Wech, SWPA
Mark MacDonald, CLECO* Robert Kieborz, NPPD
Richard Appel, SECI* Bill Bowen, SPS
Ron Green, AEP* Robert Kieborz, NPPD
Bo Jones, WRI* Alan Wahlstrom, SPP RE
Shannon Bolan, NPPD* Carl Stelly, SPP
Carla Fitzpatrick, OPPD* Donna Freeman, SPP
Edgar Rivera, LUS* Abby Menser, SPP
Mike Crouch, OKGE* Jim Gunnell, SPP Staff Secretary
Doug Callison, GRDA* *
* Voting Member

Agenda Item 2: Approval of 02/18/2009 Meeting Minutes
Ron Green moved to accept the 01/05/2009 minutes and Edgar Rivera seconded the motion. Minutes were approved with no corrections or additions.

Agenda Item 3: Review of Agenda
Richard Appel moved to modify the agenda to include a discussion of the OTWG chair position. Mark MacDonald seconded the motion to add agenda item #4. The agenda was modified to include a discussion of the OTWG chair position.

Agenda Item 4: Discussion of OTWG Chair Position
Fred Meyer informed the group that he is unable to continue in the role of OTWG chair due to his current job responsibilities at EDE. The OTWG discussed recommendations for the chair position. Edgar Rivera (LUS) nominated Mark MacDonald (CLECO) for the chair, and Mark declined. Mark MacDonald moved to recommend Shannon Bolan (NPPD) for the role of OTWG chair. Carla Fitzpatrick seconded the recommendation. Shannon Bolan’s recommendation was approved unanimously.
**Agenda Item 5: Status of Previous Action Items**
- Jim Gunnell will submit a recommendation to Nick Brown for the following:
  - Fred Meyer, OTWG Chair
  - Doug Callison, Voting Member

  Due to Fred Meyer’s resignation from the chairman position, Jim postponed the submission of this recommendation. Jim Gunnell will submit recommendation by March 13, 2009.

- Mike Wech to meet with Edgar Rivera to handoff communications system followup

  Mike Wech sent Edgar Rivera information and Edgar will contact SPP IT about the potential utilization of Ops1. Edgar will provide an update at the April 9th Face-to-Face meeting.

- 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-

  - Jim Gunnell will prepare a report for the April 9th Face-to-Face meeting

- Carl Stelly to post a final agenda for the SOC and notify registrants of the changes-

  - Carl Stelly will post after OES-NA portion of agenda is finalized

- Carl Stelly to send Regional Survey breakdown by regional members to appropriate exploders-

  - Completed

- Jim Gunnell will schedule a planning session to discuss System Restoration Training scenarios-

  - To schedule for late May

**Agenda Item 6: Review of New Action Items**
- Jim Gunnell will submit a recommendation to Nick Brown on or before March 13th for the following:
  - Shannon Bolan, OTWG Chair
  - Richard Appel, Vice Chair
  - Doug Callison, Voting Member

- Mike Wech to meet with Edgar Rivera to handoff communications system follow-up

  Mike Wech sent Edgar Rivera information and Edgar will contact SPP IT about the potential utilization of Ops1. Edgar will provide an update at the April 9th Face-to-Face meeting.

- 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-

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  - Carl Stelly will post after OES-NA portion of agenda is finalized

- Jim Gunnell will schedule a planning session to discuss System Restoration Training scenarios-

  - To schedule for late May

**Agenda Item 7: Future Calls/Meetings**
Face-to-Face and Teleconference following Systems Operations Conference in Little Rock, AR
April 9, 2009
1:00-5:00 p.m. CDT
Crowne Plaza
201 S. Shackleford
Register Here: [http://www.spp.org/event_register2.asp?oID=1903](http://www.spp.org/event_register2.asp?oID=1903)

**Agenda Item 8: Adjournment**
Fred Meyer moved to adjourn the meeting. Mark MacDonald seconded the motion. Shannon Bolan adjourned the meeting at 2:35 p.m. CST.