Southwest Power Pool, Inc.
OPERATIONS TRAINING WORKING GROUP
Teleconference
April 9, 2012

• MINUTES •

Attendees:
Shannon Bolan, NPPD*
Richard Appel, SECI*
Bill Bowen, SPS*
Robert Hirchak, CLECO*
Mike Hood, AECC*
Misty Revenew, WRI*
Edgar Rivera, LUS*
Stanley Winbush, AEP*
Mike Crouch, OGE*
Mark Eastwood, CUS*
Leslie Sink, SPP Secretary

* Voting Member

Call to Order
Shannon Bolan called the meeting to order at 1:30 p.m. CST

Purpose:
To reach consensus on a solution for the 2013 and beyond SOC registration process

Itemized list of topics discussed during this meeting:
1. Operators allowed to register and attend 1 SOC every 2 years
2. Operators allowed to register and attend 1 SOC every 18 months
3. Operators attend SOC every 2 years and keep content the same over those 2 years
4. LMS can administer a single registration process, LMS can administer a registration process over a 2 or 4 year period, the LMS can NOT administer an 18 month rotation or pro rata
5. Decrease the length of the SOCs to 20 hours, add 2 additional SOCs and have all 7 in Little Rock
6. Shotgun registration by admins
7. Pro Rata the seats of the SOC based on number of Operators
8. Give 2 seats to each member and then open registration for the remainder of seats
9. Keep everything as it stands now, 5 SOCs, 55 seats, first come first served registrations, only 1 registration per person.
Discussion Notes:

Leslie Sink started off the discussion – currently there are a total of 571 NERC certified operators that are in the LMS. Based on this number, if the SOC allowed these individuals to attend 1 SOC every 2 years this would allow everyone that wanted to attend to attend with additional seats available for whomever, new members etc.

Bill Bowen – Rather than every 2 years, 18 month rotation

Jane Martin stated there wouldn’t be a way to administer the registration on an 18 month rotation using the LMS. Jane continued that it would be possible to manage using the LMS to limit registration on an annual or a two year basis. It could be administered this way in the LMS with different ILA numbers and course objectives. When you set up a course you set up the course so that you can only attend one session.

Mike Hood – Could you have the same content every two years so the content was the same and then administer this through the LMS? Jane confirmed that we could easily administer a two year rotation with the same content two years in a row.

Misty Revenue – If we have the same content and then we end up with open seats, would we be able to fill the seats with past participants if they would receive the same content? We may end up with empty seats because most would not want to attend again.

Shannon – How many people send their Operators to an SOC and REOPS? I think that if you alternate like WRI then I think it would help.

Jane confirmed that in the LMS you can set the course up to not allow multiple registrations. So for year one, you would set it up for whatever content and the new ILA 1. Year 2 comes along, we set up different sessions for year two with ILA 2. This can be managed with the ILA.

One additional option, set up year 1 with year 1 content – set up year 2 with year 2 content – set up year 3 with year 1 content and then year 4 with year 2 content. This can also be administrated through the LMS.

Bill B – Shorten the SOCs to 20 hours and then that leaves extra days and we can add 2 additional SOCs so the number is 7 and have them all in Little Rock at the new building.

Richard – this would increase the travel budget of the facilitators and the presenters and we are all having budget constraints.

Stanley – Since we are adding the 5th SOC and Jane tested and proved that we could use the LMS to restrict multiple registrations for the year, this will give us some relief. The 5 minutes to fill up is unacceptable these 2 things would give us relief –

Misty – I agree. Look at the numbers, and watch carefully to see if the two items put into place (5th SOC and 1 only registration) gives us some relief and then we carefully monitor the numbers. We have also increased the numbers of seats and advertising the other classes we have alleviated the large number of people on the wait list. Then we can use the surveys to gauge what the next year’s interest is going to be. Changing the way we do something fundamentally, is needed.
Shannon – stated that he had received some feedback from a few of the OTWG members regarding the “shotgunning” of registrations from the administrator.

After discussions a poll was taken, Admins will continue to register participants from the different entities.

Bill – Stated he would like to discuss pro rata by number of operators –

The discussions were to use pro rata by the number of operators – let each member have 2 seats – the LMS cannot administer the registration process unless it is a percentage for the entire number of seats not by entity.

Everyone agreed – no manual registration

Final decision:
1. Keep 5 SOCs for the year
2. Keep the 55 seats per SOC, single registration only
3. Monitor the numbers and the waitlists
4. Going forward, monitor any new members that may drive the numbers of attendees higher

Summary of New Action Items
Leslie - Place on the OTWG meeting agenda in late summer to discuss re-evaluation of the numbers to determine if the new memberships to SPP may increase the number of attendees

Future Meetings
Face to Face Meeting - April 26, 2012 (1:00-5:00 p.m.) CST
Register here: http://www.spp.org/event_register2.asp?oID=3828

Adjournment
Richard Appel made a motion to adjourn and Mike Hood seconded the motion. The meeting was adjourned at 2:35 p.m.