Minutes (65)

Southwest Power Pool, Inc.
OPERATIONS TRAINING WORKING GROUP MEETING

SPECIAL MEETING
Teleconference
June 18, 2009

● MINUTES ●

**Agenda Item 1: Call to Order and Approval of Agenda**
Shannon Bolan called the meeting to order at 9:08 a.m. CDT

**Attendees:**
- Shannon Bolan, NPPD*
- Mike Crouch, OGE*
- Ron Green, AEP*
- Edgar Rivera, LUS*
- Carla Fitzpatrick, OPPD*
- Mark MacDonald, CLECO*
- Fred Meyer, EDE*
- Bo Jones, WRI*
- Pat Budler, NPPD
- Robert Kieborz, NPPD
- Eric Ruskamp, LES
- Bill Cook, WFEC
- Mike Wech, SWPA
- Rod Lewis, KCPL
- Robert Hirchak, CLECO
- Bill Bowen, SPS/Excel Energy
- Jamie Strickland, OGE
- Terry Oxandale, SPP
- John Kerr, SPP
- Jim Gunnell, SPP Staff Secretary

* Voting Member

**Agenda Item 2: Discussion of Recommendation for Additional Training Staff**
Jim Gunnell shared background information with the group regarding modifications to the April 30, 2009 staffing recommendation. Highlights of the revised recommendation are below:

- **Hire two additional trainers for regional customer training:** (1) DTS Engineer and (1) Regional Emergency Response Drill Trainer in 2010
- **Regional Emergency Response Drill Trainer** to work with OTWG, SPP Ops engineering, and SPP training staff to design and develop scenario-specific DTS experiences for emergency response drills (to be rolled out in 2011), restoration/black start drills, and REOPS classroom training
- **Modify current net conference logistics** to accommodate 50 people per session
- **Add a fourth round of REOPS net conferences in 2010** (same content as 2009 in order to eliminate design and development time)
- **Add one additional System Operations Conference in 2010** (utilize administrative support and help from additional trainer)
- **Offer six REOPS classroom sessions in 2010** (this remains the same as in 2009)
- **Offer two regional and eight subregional restoration/black start drills in 2010** (this remains the same as in 2009)

Gunnell also explained that additional trainers needed for continuing and future market training would be considered through a separate proposal to the MWG.
Motion: Edgar Rivera, LUS moved to replace the staffing recommendation approved on April 30, 2009 from 4.5 additional trainers to two trainers. Fred Meyer, EDE seconded the motion. The motion was approved unanimously.

Bo Jones, WRI - Yes  
Mark MacDonald, CLECO - Yes  
Edgar Rivera, LUS - Yes  
Ron Green, AEP - Yes  
Mike Crouch, OG&E - Yes  
Carla Fitzpatrick, OPPD - Yes  
Fred Meyer, EDE - Yes

Agenda Item 3: Discussion of Revised OTWG Charter
Gunnell explained the change of “member” to “stakeholder” to ensure the Charter included the market training audience. Gunnell explained the new reporting structure of the OTWG to the MOPC instead of the ORWG. The group discussed the charter and supported the Charter revisions.

Motion: Ron Green, AEP moved to accept the revised Charter as presented. The motion was seconded by Carla Fitzpatrick, OPPD. The revised Charter was approved unanimously.

Bo Jones, WRI - Yes  
Mark MacDonald, CLECO - Yes  
Edgar Rivera, LUS - Yes  
Ron Green, AEP - Yes  
Mike Crouch, OG&E - Yes  
Carla Fitzpatrick, OPPD - Yes  
Fred Meyer, EDE - Yes

Agenda Item 4: Review of New Action Items

<table>
<thead>
<tr>
<th>Action Item</th>
<th>Owner</th>
<th>Due Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Prepare recommendation for additional staff and send to OTWG for review and comment.</td>
<td>Jim Gunnell</td>
<td>06/22/2009</td>
</tr>
<tr>
<td>2</td>
<td>Send recommendation regarding revised charter to ORWG, MWG, and Carl Monroe.</td>
<td>Jim Gunnell</td>
<td>06/22/2009</td>
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Agenda Item 5: Future Calls/Meetings
Teleconference: July 6, 2009 from 1:30-3:00 p.m. CST
Register here: http://www.spp.org/event_register2.asp?oID=1460

Agenda Item 6: Adjournment
Fred Meyer moved to adjourn the meeting. Mike Crouch seconded the motion. Shannon Bolan adjourned the meeting at 10:05 a.m. CDT