Southwest Power Pool, Inc.
OPERATIONS TRAINING WORKING GROUP
June 2, 2014

MINUTES

Attendees:
Denney Fales – KCPL*
Sheldon Hunter – SECI*
Robert Hirchak – CLECO*
Michael Gaunder – OGE*
Stanley Winbush – AEP*
Russell Moore – CUS*
Brian Goracke – NPPD
Shannon Bolan – NPPD
Dave Millam – KCPL
John Mason – INDN
Lonnie Lindekugel – SPP
Keeth Works – SWPA
Leslie Sink – SPP Staff Sec
Karen McGee – AEP
Steve Tegtmeier – LES
Melissa Rinehart – SPP
John Gunter – SPP
PJ Rose – SPP
Michael Daly – SPP
Becky Gifford – SPP
Kim Burnside – SPP
Margaret Q. Adams – SPP
Amy Casavechia – SPP
Jennifer Farley – SPP
Mike Kidwell – EDE
Chris Dodds – WRI*

Not in Attendance:
Jay Chase – GRDA*
Mike Hood – AECC*
Edgar Rivera – (Proxy)
* Voting Member

Agenda Item 1: Call to Order and Approval of Agenda
Meeting began at 1:30. Michael Gaunder made a motion to approve the Agenda as written and Russell Moore seconded the motion.

Agenda Item 2: Approval 5/5/2014 Meeting Minutes
Motion to approve the meeting minutes was made by Robert Hirchak and Michael Gaunder seconded the motion

Agenda Item 3: Review of Previous Action Items by Leslie Sink

<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>OTWG Nominations</td>
<td>5/5/2014</td>
<td>Leslie Sink</td>
<td>Completed</td>
<td>Leslie Sink will send an update email regarding the 5/23 deadline for nominations. Voting will be held at the 6/26/14 face-to-face meeting</td>
</tr>
<tr>
<td>July OTWG Meeting Cancellation</td>
<td>5/5/2014</td>
<td>Leslie Sink</td>
<td>Completed</td>
<td>Send out cancellation notification for the July meeting.</td>
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Agenda Item 4: 2014 SOC Update – John Gunter stated that the June SOC in Springfield is ready. The presenters and facilitators have been identified. Possibly in need of one additional facilitator, contact John if you are interested. Binders are being prepared to be sent to the printers and then shipped. Russell Moore stated that they are trying to organize a night at the Springfield Brewing Company, more information will be forthcoming. The Double A baseball team will have one game during the SOC. Tickets can be purchased online or at the ticket office.

Agenda Item 5: DTS update – PJ Rose informed the group that the changeover to DTS 2.5 is still continuing to progress, the plan is to have DTS 2.5 prepared over the summer for use in the fall training sessions. Denney Fales asked about the log-in issues from the past week’s drill. PJ’s response was that the issue was internal to SPP and has since been corrected.

Agenda Item 6: 2014 Registration – Kim Burnside gave an update on the upcoming SOC registrations. Springfield has 48 registered and 0 on the waitlist, Kansas City has 58 registered with 16 on the waitlist and Amarillo has 50 registered and 4 on the waitlist. The upcoming REOPs sessions are as follows: June – 19 registered, 0 on waitlist, October – 21 registered, 7 on waitlist, November – 21 registered, 2 on waitlist.

Agenda Item 7: Upcoming Regional Events: Margaret Adams reviewed the upcoming net conferences on June 3, TLR, June 4, Congestion Management, June 5, Flowgate Mitigation and IROL on June 19. Upcoming REOPs classes will be June 10-12. The North Emergency Response drill is June 17-18. PJ Rose will now be conducting the IROL net conferences. Additionally, Margaret Adam’s discussed the possible drills and ERD for the 2015 calendar. It is time to begin thinking how many restoration drills and Emergency Response drills are needed to ensure that all those that want to attend can attend. Margaret restated that over the last couple of years we have upped the number of ERDs and lowered the number of Restoration Drills. Additionally, Leslie Sink told the group that it is time to begin thinking of the 2015 calendar year, not the specifics but for the number of offerings. Leslie will begin working on the 2015 budget soon.

Agenda Item 8: Integrated Marketplace – Michael Daly gave an update on Project Pinnacle. He highlighted the progress since last month’s update: Must Offer Requirement Learning Burst is planned for summer of 2014, current Level 2 courses will be deactivated on June 30 and new topical courses will be available on July 3rd. Michael explained that the current Level 2 courses will be split into 50+ smaller courses that are topical rather than part of a larger CBT course. This will make it easier for the learner to search for specific information needed. Michael also gave an update on the overall health of the training program during Project Pinnacle. Leslie Sink also informed the group that Brenda Lee will be giving an overall program update during the face-to-face meeting on June 22.

Agenda Item 9: Lessons Learned from Audits- Steve Tegtmeier LES, stated that they have just completed a compliance audit. He stated it was a “nonevent” for training. LES completed their RSAW with the required sampling of training documentation. LES was asked to provide the spreadsheets that provided additional information regarding the training for their operators – there were no phone call interviews and no face-to-face training interview questions. Stanley Winbush asked if PER 005 was part of the audit. Steve stated that the audit did cover PER 005 R1 and R2. The operator questions were geared towards COM 002, EOP 005 and EOP 008. Steve also noted that the scheduled week-long audit was only a day and a half.
Agenda Item 10: Other Items-
   a. Shannon Bolan informed the group that NPPD will be hosting a training event Power System Dynamics in Grand Island, NE – he has a few available seats if anyone is interested contact him.
   b. Chris Dodd asked the group what they were doing to ensure their trainers were qualified and knowledgeable i.e. certifications. Some ideas that were shared from the group were to attend the SPP train-the-trainer, WECC train-the-trainer, NATF, PJM, SOS, OES-NA. Shannon Bolan stated that when audited he was told as long as the trainers are attending “different” train the trainers to get a broad range of knowledge.
   c. Leslie Sink informed everyone that the SPP.ORG website is going to a new look and feel. There will be changes that will impact users such as the enrollment process for meetings or how to get your name on an email exploder. Leslie will contact Pete Hoelscher and request him to speak to the group in the near future.
   d. Denney Fales reminded everyone that beginning in August; Margaret Adams will be the new staff secretary for the OTWG.

Agenda Item 11: Summary of new Action Items
   1. Leslie Sink will email to the OTWG members the nomination(s) to be voted upon at the June 26th meeting.
   2. Leslie Sink will contact Pete Hoelscher regarding a presentation on the new SPP.ORG website.

Future Meetings
   June 26, 2014 Face-to-Face 1:00 – 5:00 CDT
   Springfield, MO
   To register, click here.

   August 4, 2014 Teleconference 1:30 – 3:00 CDT
   To register, click here.

Agenda Item 12: Adjournment
Denney Fales adjourned the meeting at 2:13.