Agenda Item 1: Call to Order
John Kerr called the meeting to order at 1:37 p.m. CDT

Attendees:
John Kerr, GRDA – Chair*
Mark McDonald, CLECO*
Ron Green, AEP*
Fred Meyer, EDE*
Bo Jones, WRI*
Mike Wech, SWPA*
Ron Maki, KCPL
Carla Fitzpatrick, OPPD
Jim Williams, SPP RE
Shannon Bolan, NPPD
Robert Kieborz, NPPD
Bob Cochran, SPS
Carl Stelly, SPP
Jim Gunnell, SPP
Donna Freeman, SPP
* Voting Member

Agenda Item 2: Review of Agenda
Agenda approved as is.

Agenda Item 3: Approval of 10/09/2008 Meeting Minutes
October 9, 2008 meeting minutes were approved.

Agenda Item 4: Status of Previous Action Items
☑ Jim Gunnell to get charter approved as recommended by OTWG
   OTWG Charter was sent to Carl Monroe for submittal to the MOPC.
☑ Carl Stelly to check on DTS modeling for Nebraska and other potential new members
   with a proposed date for this to be completed
☑ Mike Wech and Fred Meyer will bring back MCN data files or sheets for illustrative
   purposes and follow up with Phillip Propes on technical side of communications
   alternatives
☑ Jim Gunnell to clarify official policy on filling open position and get back next meeting
   Vacancy should be advertised and nominations taken for the open position. The OTWG
   voting members will vote on the nominations and select a new member based on criteria
   found in the Charter.
☑ Jim Gunnell to officially recommend John Kerr as Chairman and Mike Wech as Vice
   Chairman
   The OTWG’s recommendation of John Kerr to fill the chairperson position was approved
   by the Board on November 1, 2008.
☑ Carl Stelly to set up a teleconference for Monday, Oct. 20, 1:30 p.m., to discuss
   commenting on PER-005
☐ Carl Stelly to get with SPP staff to compile hotel facility comparison for 2010
☐ Jim Gunnell to request fee estimate for Marcel Martin for 2009 SOC
☐ Mike Crouch to contact Bo Jones about impact of wind farms and possible presentation at 2009 SOC
☐ Carl Stelly to meet with Terry Oxandale about NPPD system info for potential SOC topic
☐ Donna Freeman to follow up on human error prevention topic for 2009 SOC
☐ Mike Wech and Mark MacDonald to confer on Relaying CDM for 2009 SOC transmission breakout session
☐ Training staff to follow up on SPS CDM for 2009 SOC
☐ John Taylor to present update on PER-005 at the November teleconference
☐ Carl Stelly to work with Dwayne Dush on Ops Center tour video for 2009 SOC

**Agenda Item 5: DTS Modeling for New Members**
Carl Stelly visited with Tim Miller and he noted that November 1, 2008 is the date on which the NPPD modeling on the EMS will be complete. The DTS modeling should be completed soon. Carl will follow up with Tim to determine exact dates.

**Agenda Item 6: MCN Data**
Mike Wech spoke with Phillip Propes and provided him with WECC and MISO contacts so he can visit with them about the MCN. Phillip is still in the process of developing a scope document for this. They are moving forward with this project. Mike will provide a status update at the December 1st OTWG teleconference.

**Agenda Item 7: 2009 SOC Topic Update**
Carl Stelly reviewed the SOC items from the action items list. Bo Jones said that he and Mike Crouch will be working on a presentation on the impacts of wind farms. Carl met with Terry Oxandale to determine the material to discuss regarding the NPPD system. They have not fleshed out the details for the session. Donna Freeman contacted the Institute of Nuclear Power Organization in Georgia. She is waiting to hear back from them regarding the human performance factors topic. Mike Wech said that he will design some critical decision-making exercises on relaying for the SOC. Carl spoke with members of the training team to discuss creating a critical decision-making exercise on SPS. Carl has drafted the agenda for the Spring SOC and will provide the agenda for OTWG review at the December meeting.

**Agenda Item 8: PER-005 Update**
Update postponed because the balloting period was extended to November 5th. John Taylor will provide an update at the December 1st OTWG meeting.

**Agenda Item 9: Status of Filling OTWG Vacancies**
Jim Gunnell will provide a notice of the vacancy and request nominations for the open position.

**Agenda Item 10: Train-the-Trainer Update**
Donna Freeman provided an update. The feedback from the session was positive. Certificates will be mailed along with the meeting materials. Next year the first Train-the-Trainer session will remain the same as this year.
Agenda Item 11: Review of New Action Items
- Jim Gunnell to send announcement regarding the OTWG vacancy and request for nominations.
- Jim Gunnell to request fee estimate for Marcel Martin for 2009 SOC
- Carl Stelly to follow up with Tim Miller regarding DTS modeling update timeline
- Carl Stelly to follow up on all open SOC items:
  - Schedule call with NPPD to discuss system information for potential SOC topic
  - Meet with Terry Oxandale about NPPD system information for potential SOC topic
  - Human Performance Factors
  - Critical Decision-making Exercises (Relaying and SPS)
  - Carl has drafted the agenda for the Spring SOC and will provide the agenda for OTWG review before the December meeting
  - Wind Farm presentation
  - Ops Center Tour video
- John Taylor to present update on PER-005 at the December teleconference
- Mike Wech and Fred Meyer to provide additional follow up regarding communications alternatives
- Carl Stelly will provide the Spring SOC agenda for OTWG review prior to the December 1st meeting

Future Calls/Meetings
Teleconference...........................................................December 1, 2008 at 1:30-3:00 p.m. CDT
Register Here: http://www.spp.org/event_register2.asp?oID=1062

Adjournment
John Kerr adjourned the meeting at 2:20 p.m. CDT