Southwest Power Pool  
OPERATIONS TRAINING WORKING GROUP  
January 18-19, 2006  
Oklahoma City  

• M I N U T E S •

Agenda Item 1– Call to Order and Approval of Agenda  
Allen Klassen called the meeting to order at 1:00 p.m. CST  

The draft agenda for the meeting was approved with the addition of Soliciting articles for the  
Spring 2006 SPPNews  

Agenda Item 2 – Approval of Minutes  
The minutes from 1/9/2006 were approved.  

Attendance:  
Allen Klassen (Chair)- Westar  
Ron Maki (Vice Chair)- Aquila  
Dave Millam - Aquila  
Don Hargrove - OGE  
Mike Wech - SWPA  
Bob Cochran - SPS  
Hermes Arevalo - OGE  
John Kerr - GRDA  
Ron Green - AEP  
Heidi Nonnenmacher - EDE ( for Barry Warren)  
John Taylor - SPP
Agenda Item 3 – Status of Action Items Brought Forward

Item 1. Verify food costs for the Spring ’06 - Mike Wech. Prices have not risen with the vendor we have used in Springfield.
Mike verified that prices have not risen with the vendor we have used in Springfield.

Item 2. Verify hotel rates for the Spring SOC - Mike Wech.
Mike reported that the rate at the Baymont Inn has gone down from $65 to $56 per night.

Item 3. Verify speaker commitments and cost for the Spring '06 SOC - Jim Gunnell.
Janie O'Connor's fee is $1800 for a two-hour session plus travel expenses. Jim estimates her total to be $2700. Pat Everly's fee is $1900 including expenses. We have not yet heard from Rocky Cease, but Jim estimates a total between $6500 and $7000.

Item 4. Obtain speaker objectives and other items needed for NERC CEH approval - Ron Maki.
We have received the needed materials from everyone except Rocky Cease.

Item 5. Submit application for Spring '06 SOC to NERC for CEH approval - John Taylor.
Waiting on Rocky Cease's materials.

Item 6. Complete the agenda for the Spring '06 SOC with time allotments for each speaker and activity, CEHs, and EOPs credits - John Taylor
Completed.

Item 7. Verify cost of SOS, Intl. for conducting their STAR class immediately following the Spring SOC - John Taylor
Cost will be $500 per person.

Item 8. Monday, January 9 meet by conference call to:
   Finalize the agenda for the Spring SOC.
   Completed.
   Finalize the registration fee for the Spring SOC.
   Completed - $250
   Finalize the SOC logistics, including food.
   Completed - will have the same as the Fall ’05 SOC using same vendor Party Works Catering.
   Draft agenda for face-to-face OTWG meeting in Oklahoma City January 18-19
   Completed

Item 9. Post registration information for the Spring '06 SOC on the SPP website week of January 10 - John Taylor
Due to computer problems the posting did not occur until January 26.

Agenda Item 4 - Solicit articles for the Spring 2006 SPPNews
Materials are needed by mid-March so that the SPPNews can be posted April 15. Some suggestions included: CEH update, Market News, Training Standard update, Fall SPP Blackstart Drills, Report of the North Subregion Restoration drill, Regional Training Needs (asking for input), Request to the SPP membership for a system operator to join the OTWG

Agenda Item 5 - Solicit Feedback on NERC Training Standards Approach
John Taylor made an extensive presentation on the approach the NERC Training Standard Drafting Team is taking to write a training standard for the industry. John discussed the reasons for focusing the standard on requiring a systematic approach to training as opposed to specific topics being taught for some arbitrary number of hours. Using a systematic approach or process to develop, deliver and evaluate training will ensure that system personnel get the training they
need, and is the only verifiable way to document competency delivered by training. John explained that the scope of the standard would include system operators performing tasks that directly impact reliability in real time. The PS is conducting a series of studies to determine the tasks system operators perform that impact reliability, and who performs those tasks. The results of the study will be included as an attachment to the standard to assist smaller entities that may not have the resources to conduct a Job Task Analysis. Each affected organization must still go through a needs assessment process to determine the specific training needs of their personnel performing these tasks. The JTAs will be completed in March 2006, with a target date for posting the draft standard of April, and an effective date of late May.

A second round of studies will be conducted in late spring '06 to determine support personnel tasks that directly impact reliability. Upon completion of these support personnel studies, the training standard will be revised to include tasks performed by support personnel that, based on the study results, directly impact reliability.

**Agenda Item 6- Regional Training Survey Results**

John Taylor reviewed the results of the surveys, one to system operators and the other to persons responding for their organization's training program. The system operators were asked to select training topics which they felt could be best taught on a regional basis, for different levels of experience. The number of system operators responding was equally distributed across Balancing, Interchange, and Transmission Operations certifications.

The results of the study are included as Attachment 2 - System Operator Regional Training Survey Results.

A separate survey was sent to personnel representing SPP members training programs. The company survey was focused on how much system operator training is done and how much is spent on training. The results of the Company Training Survey are included in Attachment 3 - SPP Company Training Survey Results.

**Agenda Item 7- Regional Training Plan**

Extensive discussion occurred on the topic of regional training. Three areas of training were identified that could be better accomplished on a regional basis - regional topics such as SPP Criteria, core curriculum or training that applies to all or most system operators, simulator training on power system dynamics, emergency operations, and system operating characteristics. Allen asked each attendee if they could send employees to regional training, what topic would they definitly want to be offered.

The following were identified:

- Voltage control, system stability regionally oriented
- Regional simulator with all members participating using instability scenarios across SPP
- TLR, EEA, Other Extreme Conditions, Reserve Sharing System (RSS), SPP procedures
- SPP structure, groups, and operations areas
- Regional scenarios
- Interconnected power system operations, energy shortages
- Core curriculum (training that applies to all system operators)
- IROLs - system operator response, SPP Reliability Coordinator response


**Agenda Item 8 – Blackstart Training Drills**

The status of SPP Regional Blackstart drills was reviewed. There is no drill planned for Spring 2006 for two reasons. First, the OTWG decided last fall that it wanted to do more in a drill than just test communications over the satellite phones. To conduct a more robust drill will require more planning and more staff support from SPP. SPP management has set priorities for the training staff and an extensive Black Start drill Spring 2006 was not one of the priorities.

The group unanimously agreed that regional reliability will suffer if we do not have restoration drills. Their preference would be to have quarterly blackstart drills and quarterly system stability training. The group then began to discuss the logistics of a more robust blackstart drill. All agreed that the ultimate goal of the OTWG in regard to Blackstart drills is to be able to run multiple simulations simultaneously on a simulator. The discussion then centered on options. The group asked John to investigate the SOS, Intl. cost to set up their simulator (PowerSimulator) with the SPP system built into it. After some discussion of the AREVA DTS simulator that is being installed now at SPP, the group asked John to investigate the use of it on a regional training basis in terms of granularity sufficient to use for regional training (going down to the breaker level) and the logistics of accessing it at training sites other than SPP offices in Little Rock. John noted that the SPP DTS is being installed now and should be ready for SPP coordinator use this Spring.

**Agenda Item 9 – SPP Training Staff Usage and 2007 Budget**

The group discussed the availability of SPP trainers for regional training needs. Currently SPP operations trainers are overextended with Market training, ICT training, training for newly hired floaters (coordinators rotating from desk to desk), conducting Job Task Analysis, complying with the findings of the 2005 SPP NERC Readiness Audit measures, Spring training for all coordinators (SPP now has 30 coordinators and will be adding more with the ICT project). The OTWG has not had training requests "in queue" until recently, resulting in SPP trainers being used for other projects. The group decided to 1) develop and present to SPP management training requests one year in advance so that any adjustments to staffing or budget can be made to accommodate member requests for regional training and use of SPP trainers. In this discussion several other regional training needs were identified, including one operator-oriented training session per month, at least a Spring and fall blackstart drill, a capacity shortage drill, load shed plans, and SPP system stability class.

Allen received the group's full support in going to SPP management and asking how to request training resources and present them with the OTWG-identified regional training needs. Mike Wech informed the group that he had made arrangements with L&K for them to make some of their courses available on-line through SWPA at a very reasonable cost. Mike will report to the group at its next meeting on the status of those planned course.

**Agenda Item 10 – New Action Items**

Item 1. Get details, including cost, of the simulator tool for SPP regional training from SOS, Intl. similar to the one they are setting up for ISO New England. Also, a quote for setting up the entire SPP footprint. - John Taylor

Item 2. Get the details of using the SPP DTS simulator and Powerworld for regional training, including possible granularity down to member substation bus detail at 69kV level. – John Taylor

Item 3. Get details and possibilities of using SPP EMSDSR (Backup Site version) for Fall 2006 simulations with SPP members like SPP has trained SPP coordinators in the past. – John Taylor

Item 4. Determine how to request SPP Trainer resources for regional training activities, and present regional training needs to SPP management. – Allen Klassen
Agenda Item 11 – Future Meetings
The next OTWG meeting will be by teleconference Monday, February 13 at 2:30 p.m.
Dial In:  1-210-453-4662  Participant Passcode:  5177357

Agenda Item 12 – Adjournment
With no further business the meeting was adjourned at 12:00 Noon

Respectfully submitted,
John Taylor substituting for Jim Gunnell, SPP Staff Secretary