Southwest Power Pool
OPERATIONS TRAINING WORKING GROUP
June 12, 2006
Teleconference

• 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 1:38 p.m. CDT

The agenda for May 8th was approved.

Agenda Item 2 – Approval of Minutes
The minutes from the 4/13/2006 and 5/8/2006 meetings were approved.

Attendees:
Allen Klassen (Chair) - Westar
Ron Maki (Vice Chair) – Aquila
John Kerr – GRDA
Hermes Arevalo – OKGE
Dave Millam – Aquila
Mike Wech - SWPA
Bary Warren – EDE
Fred Meyer - EDE
Richard Appel – Sunflower Electric
Mike Gammon - KCPL
Trisha Prickett – AEP
Ron Green – AEP
Jim Williams – SPP Staff
Donna Freeman - SPP Staff
John Taylor – SPP Staff
Jim Gunnell (Secretary) – SPP Staff

Agenda Item 3 – Review Discussions from 05/08/2006
A. North Region Black Start Drill Update –
Ron Maki gave an oral report regarding the drill. The session ran smoothly and participants benefited from their participation. Overall feedback was very positive.

B. Regional Training Plan –
Jim Gunnell reviewed two options for the OTWG to consider:
1. Vendor Partnership to provide readily-available curriculum for regional training. The partner would be expected to provide a multimodal
approach to the training delivery (e.g., classroom, online, OJT, etc.) The vendor partner would provide fundamental core curriculum and partner with SPP to provide regional-specific EOPS and Systems training as well as Black Start drills.

2. **SPP ownership** of the design, development, implementation, and evaluation of regional training. This would require additional SPP training staff of a minimum of two people. Discussed both options. Discussed recommending at least one FTE for regional training.

C. **Status of OTWG Open Positions**

John Kerr moved to accept the nominations of:
- Richard Appel- Sunflower Electric
- Fred Meyer- Empire District
- Mike Gammon- KCPL
- Ron Maki

Ron Maki seconded the motion.
The three were unanimously accepted.

**Agenda Item 4 – Status of Action Items**

A. **Recommendation to Increase Training Staff** -
   OTWG will discuss in further detail via teleconference on June 22nd.

B. **One-Line Diagrams on DTS** –
   John Taylor reported on the status of one-line diagrams for usage with the DTS. There are budget implications associated with the development of one-line diagrams. The SPP operations and ops engineers agreed on the benefits of the EMS one-line diagrams.
   The OTWG will discuss this item at its Face-to-Face meeting on June 22-23 in Springfield, MO.

C. **Fall SOC Update** –
   Increase the duration of the training to accommodate test review and question and answer sessions. This will increase the first day to a full day, beginning at 8:00 a.m. The cost will also increase to $300 per person.

D. **Black Start and Regional Training Committee** –
   Jim Williams reported that he is coordinating subregional black start training. He is working with the Black Start committee, consisting of: Mike Wech, Rick Favret, Richard Appel, Mike Gammon, Ron Maki, John Stevens, Mike Crouch, and Edgar Rivera. Jim Williams will schedule a teleconference in July.

E. **Usage of General Physics Books for Region** -
   Ron Maki requested that SPP make these books public to the SPP region and advertise their availability via the operations newsletter. Jim Gunnell will check on copyright on the materials.
Action Item 5 – New Action Items and Items Carried Over
1. Put information in training newsletter about the NERC standards, CEHs, Black Start committee, General Physics books.
2. John Taylor and Jim Williams to develop questions for the black start needs assessment/analysis.
3. Jim Gunnell to submit names to Nick Brown for approval of their addition to the OTWG.
4. SPP training team to follow up with more detail on regional operations training process. Prepare final spreadsheet with training details for three options discussed in agenda item 3.
5. Jim Gunnell to send e-mail about Face-to-Face meeting in Springfield.

Agenda Item 6 – Future Calls/Meetings
OTWG Face-to-Face in Springfield – June 22 (1:00-5:00 CDT), June 23 (8:00-noon CDT)
OTWG Teleconference – July 13, 2006 at 1:30-3:00 p.m. CDT
Dial In Information: 1-210-453-4662 Passcode: 5177357

Agenda Item 7 – Adjournment
Ron Maki adjourned the meeting at 3:30 p.m. CDT

Respectfully submitted,
Jim Gunnell, SPP staff secretary