



Agenda/Meeting Minutes

Dispatcher Training Subcommittee
 PJM Conference and Training Center & WebEx (Password dts0721pjm)
 July 21st, 2015
 9:00 a.m. – 10:00 a.m. EPT

Administration (09:00-09:05)

1. Welcome, announcements and Anti-trust and Code of Conduct announcement.
2. Approval of meeting minutes from June, 2015.

Monthly Items & Training Updates (9:05-10:30)

3. SOS Report (9:05 – 9:10)

Mr. Lloyd will report on any items of interest from the System Operating Subcommittee Meetings.

4. Compliance Update (9:10 – 9:15)

Ms. Curley will provide an update on member compliance with PJM Training and Certification requirements, per Manual 40.

5. Review of Transmission and Generation Task List (9:15 – 9:20)

To address PJM's SAT requirements, members are requested to review the current Transmission and Generation Task Lists via the PJM LMS, and submit their review results via the provided "Evaluation" (Reviewed with no comments, or reviewed with comments). Any comments or suggested changes will be shared with DTS for discussion.

6. 2015-2016 PJM Drill Dates (9:20 – 9:25)

| | |
|-------------------------------------------------|-------------------------------------|
| 2015 Summer Emergency Procedures Drill | 5/12/15, complete |
| 2015 Winter Emergency Procedures Drill | 11/10/15 |
| 2015 Spring Restoration Drill | 2/24/15 – 2/25/15, complete |
| 2015 Fall Individual Company Restoration Drills | See dates below |
| 2016 Spring Restoration Drill | 2/23/15 – 2/24/15 (back up 3/1-3/2) |

Fall Member Drill Dates – 2015 *Please note dates are tentative*

| | |
|----------------------------------|--------------|
| Sept 29 & 30 Tuesday & Wednesday | AEP & DEOK * |
| October 1 Thursday | Dominion |

| | |
|---------------------------|--------------------------------------|
| October 7 Wednesday | PEPCO-BGE |
| October 8 Thursday | DPL, AE |
| October 14 Wednesday | FE South, PN, Duquesne * |
| October 15 Thursday | PPL, UGI, FE-ME * |
| October 21 & 22 Wednesday | Dayton & EKPC |
| October 22 Thursday | FE-ATSI (Wadsworth) & CPP |
| October 28 Wednesday | PECO & COMED |
| October 29 Thursday | FE-JC |
| November 4 Wednesday | PS, and RECO |

Red indicates TOs drilling at their locations

*cross zonal coordination

7. **PJM Manual 40 Updates (9:25 – 9:35)**

An update will be provided on the status of PJM Manual 40.

8. **TO-TOP Matrix Updates for PER-005-2 (9:35 – 9:40)**

An update will be provided on the status of the matrix updates for PER-005-2.

9. **Compliance Monitoring Issue Charge (9:45 – 9:50)**

An update will be provided on the status of this issue which was introduced at the OC.

10. **2016 Operator Seminar Dates (9:50 – 9:55)**

Omni Pittsburgh

March 8 - 11, 2016

March 15 - 18, 2016

March 21 - 24, 2016 (March 27 – Easter Sunday)

Four Seasons Baltimore

March 29 – April 1, 2016

April 5 - 8, 2016

April 12 - 15, 2016

CTC (PJM Main Campus)

April 19 - 22, 2016

April 26 - 29, 2016

May 3 - 6, 2016

11. Training Items For Review (9:55 – 10:00)

- Update on IRC Training
 - o The required JIT training has been assigned in the LMS (The New IRC)
 - o Weekly IRC tests are scheduled to take place each Tuesday in July at 1500 hours
 - o Virtual training sessions scheduled for 7/17 & 8/25
<http://www.pjm.com/Globals/Training/Courses/v-instant-reserve-check.aspx>
- System Restoration Online Refresh (associated with Fall Drill)

12. Additional Items from the DTS (10:00 – 10:10)

Attendance and Future Meeting Dates

13. Attendance for those participating via phone only

14. Future Meeting Dates:

| | | |
|---------------------------------|------------|----------------------------------------|
| August 18 th , 2015 | 09:00 a.m. | PJM Conference & Training Center/WebEx |
| September 22 nd 2015 | 09:00 a.m. | PJM Conference & Training Center/WebEx |
| October 20 th 2015 | 09:00 a.m. | PJM Conference & Training Center/WebEx |

Author: Anita Patel

Anti-trust:

You may not discuss any topics that violate, or that might appear to violate, the antitrust laws including but not limited to agreements between or among competitors regarding prices, bid and offer practices, availability of service, product design, terms of sale, division of markets, allocation of customers or any other activity that might unreasonably restrain competition. If any of these items are discussed the chair will re-direct the conversation. If the conversation still persists, parties will be asked to leave the meeting or the meeting will be adjourned.

Code of Conduct:

As a mandatory condition of attendance at today's meeting, attendees agree to adhere to the PJM Code of Conduct as detailed in PJM Manual M-34 section 4.5, including, but not limited to, participants' responsibilities and rules regarding the dissemination of meeting discussion and materials.

Public Meetings/Media Participation:

Unless otherwise noted, PJM stakeholder meetings are open to the public and to members of the media. Members of the media are asked to announce their attendance at all PJM stakeholder meetings at the beginning of the meeting or at the point they join a meeting already in progress. Members of the Media are reminded that speakers at PJM meetings cannot be quoted without explicit permission from the speaker. PJM Members are reminded that "detailed transcriptional meeting notes" and white board notes from "brainstorming sessions" shall not be disseminated. Stakeholders are also not allowed to create audio, video or online recordings of PJM meetings.

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