

Dispatcher Training Subcommittee
PJM Conference and Training Center & WebEx
April 19th, 2016
9:00 a.m. – 10:30 a.m. EPT

Administration (9:00-9:10)

1. Welcome, announcements and Anti-trust and Code of Conduct and attendance.
2. The March, 2016 meeting minutes were accepted without any corrections or deletions.

Monthly Items & Training Updates (9:10-10:00)

3. SOS Report (9:10 – 9:15)

There were no items from the SOS for the DTS to address. There were no items for Mr. Lloyd to take back to the SOS.

4. Compliance Update (9:15 – 9:20)

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

Transmission

All companies compliant with Training & Certification requirements

Generation

Training - 1 company non-compliant; 0 with mitigation plans in place

Certification - 7 companies non-compliant; 5 with mitigation plans in place

Small Generation

Training & Certification Equivalency - 2 companies non-compliant; 0 with mitigation plans in place

CSP

1 company non-compliant; 0 with mitigation plans in place

5. Review of Transmission and Generation Task List (9:20 – 9:30)

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 the DTS for discussion.

There were no new comments on the task list this month.

6. Task Opt-Out Annual Review (9:30 – 9:40)

The annual Opt-Out Review was completed allowing for input from the DTS. The DTS was informed that PJM completed an internal review and also asked the applicable TOs (Neptune, CPP and UGI) if there were any impacts to the current opt-out tasks. PJM communicated that no changes were required and the DTS did not have any additional comments.

7. 2016 PJM Drill Dates (9:40 – 9:50)

2016 Spring Restoration Drill	2/23/16 – 2/24/16 (back up 3/1-3/2)
2016 Summer Emergency Procedures Drill	5/10/16 (back up 5/17/16)
2016 Fall Individual Company Restoration Drills	9/28/16 – 11/3/16
2016 Winter Emergency Procedures Drill	TBD
2016 Annual Grid Security Drill	11/9/16

2016 Fall Restoration Drills

Sept. 28 - 29 Wed/Thurs	Dominion
Oct. 4 - 5 Tues/Wed	AEP – DEOK*
Oct. 11 Tues	PEPCO – BC
OCT. 13 Thurs	AE – Delmarva
Oct. 18 Tues.	FE South-FE PN-Duq.*
Oct. 20 Thurs	PPL – UGI – FE ME*
OCT. 25 Tues	Dayton – EKPC
Oct. 27 Thurs	FE West (ATSI) (CPP- RECO@ PJM)
Nov 1 Tues	PECO – ComEd – RMU
Nov. 3 Thurs	FE JC – PS

*= Cross Zonal **RED** = Company location

The DTS was reminded that the Summer Emergency Procedures drill is scheduled for Tuesday, May 10th, 2016. DTS Members were informed that the drill package with relevant information will be sent out the

following week. Operators and Dispatchers who participate in the drill will be awarded 2.0 hours based on the time dedicated to the drill outside of real-time operations.

A brief update was also provided on the [Annual Grid Security Drill](#) which will take place on November 9th, 2016. The DTS was informed that the onsite meeting for Planners & Trainers will take place on May 24th at the PJM Training & Conference Center. Member companies are asked to send questions regarding the drill to bcp_planning@pjm.com

The company [Fall Restoration Drill](#) schedule was reviewed with the DTS. Member companies were asked to provide any feedback on the schedule to Danny Restucci (Daniel.Restucci@pjm.com) or Ryan Lifer (Ryan.Lifer@pjm.com).

8. 2016 PJM Operator Seminar Update (9:50 – 9:55)

An update on the 2016 Operator Seminar will be provided to the DTS.

Omni Pittsburgh - *completed*

March 8 - 11, 2016

March 15 - 18, 2016

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

Four Seasons Baltimore - *completed*

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

A brief status update was provided to the DTS based on the conclusion of the 6th week of the seminar. DTS Members were asked to remind their Operators/Dispatchers of the dress code at the PJM Conference & Training Center. Training Liaisons were encouraged to send feedback related to the seminar to PJM.

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

- Emergency Procedures Drill – Online Refresh

- The DTS was informed that the online refresh associated with the upcoming Spring Restoration Drill will be required due to a change to the Capacity Emergency Procedures. The training will be required for all Transmission Operators, MOC Generation Dispatchers and CSPs. The online training will be available in the LMS by the first week of May.
 - The DTS was informed that PJM Manual 13 had been updated to reflect the change (currently going through Stakeholder review process) and that the new emergency procedure will go into effect on June 1st. PJM advised the DTS Members to encourage their Operators, Dispatchers and CSPs to complete the training by June 1st, 2016. The final due date for completion will be on July 1st at which time PJM will monitor for compliance. Operators, Dispatchers and CSPs who do not fulfill this requirement by July 1st will be required to be pulled off shift.
 - A message will be sent out the DTS when the training is available in the PJM LMS.
- Online Gen ITP Training update
 - The DTS was reminded that the online Generation ITP will be repacked in in the LMS in approximately the next 30 days.
 - Anyone who is in-progress with the current Gen ITP will still be able to complete it in the current package.
 - The new packaging will not affect hours or requirements associated with this training.

10. Additional Items from the DTS (10:10 – 10:20)

Attendance and Future Meeting Dates

11. Future Meeting Dates:

May 17 th , 2016	09:00 a.m.	PJM Conference & Training Center/WebEx
June 21 st , 2016	09:00 a.m.	PJM Conference & Training Center/WebEx
July 19 th , 2016	09:00 a.m.	PJM Conference & Training Center/WebEx

Meeting Attendees:

Alicia Battaglino	Constellation
Allan Yursis	COMED
Amy Gayle	Dominion
Anita Patel	PJM
Ann Ivanc	First Energy

Becky Davis	Talen Energy
Brian Croteau	Boston Energy Trading & Mktg
Brian Guzejko	PECO Energy
Chad Singer	Fellon McCord
Chris Jankowski	Talen Energy
Chris Norton	American Municipal
Chris O'Leary	PSEG
Connie Davis	CPP
Dan Ewing	AEP
Danny Restucci	PJM
David Jenkins	Dominion
David Lloyd	UGI
Donna Lafevre	Dominion
Doug Guignet	PJM
Frank Dinsmore	AEP
Jacki Vitiello	Dominion
Jason Procuniar	AES
Jim Donahue	OVEC
Justin Donahue	Duquesne
Jim Eckels	First Energy
John Karasiewicz	PSEG
Josh Wilson	AES
Justin Donahue	Duquesne

Keri Krasley	PPL
Laura Lumbrazo	Orange & Rockland
Lisa Fincher	Delmarva Power & Light
Mark Armstrong	AEP
Matt DeVito	Tenaska
Maureen Curley	PJM
Nick Kowalczyk	Orange & Rockland
Paulette Bontempo	PJM
Peter Welty Jr.	Easton Utilities
Rachel Ayres	Constellation
Robert Felix	Duquesne
Sandra Hopkins	Dominion
Steve Fritz	ACES
Steve Hanson	ACES
Steve Mines	AEP
Steve Stiles	East Kentucky Power Cooperative, Inc.
Sue Ziegler	Baltimore Gas & Electric
Ted Schumacher	Duke Energy
Tom Hunt	PECO Energy
Tom Smith	CPP

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.



Agenda/Meeting Minutes

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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