

Dispatcher Training Subcommittee

PJM Conference and Training Center & WebEx October 18th, 2016

9:00 a.m. – 10:00 a.m. EPT

Administration (9:00 – 9:10)

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

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

3. System Operator Subcommittee (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)

An update was provided on member compliance with PJM Training and Certification requirements, per PJM Manual 40.

Transmission

All compliant with Training/Certification requirements

Generation

Training - 2 companies non-compliant

Certification - 2 companies non-compliant

Small Generation

Training - 2 companies non-compliant

CSP

Training - 1 company non-compliant

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 to discuss with the DTS.

6. 2016 PJM Drill Dates (9:30 – 9:40)

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 Annual Grid Security Drill	11/9/16
2016 Winter Emergency Procedures Drill	11/15/16

2017 PJM Drill Dates

2017 Spring Restoration Drill	2/21/17 – 2/22/17 (back up 2/27-2/28)
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2016 Fall Restoration Drills

Date	Company
September 27-28	AEP –DEOK, ITC
September 28 - 29	Dominion
Oct 11	PEPCO – BC (SMECO)
Oct 13	Delmarva
Oct 19	FE South – FE PN – Duq., FE-JC, CPP
Oct. 20	PPL – UGI – Fe ME
Oct 25	Dayton - EKPC
Oct 27	FE West (ATSI) (Reco @PJM)
Nov 1	PECO – ComEd – RMU
Nov. 2	PS - AE

RED = Company location

Fall Restoration Drill Updates:

- Mr. Danny Restucci reviewed the company *Fall Restoration Drill* schedule with the DTS and asked for feedback on the completed drills which started on September 23rd, 2016.
- Member companies were asked to provide any feedback or send questions to Danny Restucci (Daniel.Restucci@pjm.com) or Ryan Lifer (Ryan.Lifer@pjm.com).

Grid Security Drill Updates:

- A brief update was also provided on the Annual Grid Security Drill which will take place on November 9th, 2016. Participating companies were reminded of the following key dates associated with the drill:
 - TO Participants – Phone checks will take place on Monday, Oct 24th @ 10 am EST
 - All Participants – Monthly Meeting on Tuesday, Nov 1st to discuss final details for the drill
- Participants were asked to send questions regarding the drill to: bcp_planning@pjm.com.

The DTS was also reminded that the 2016 Winter Emergency Procedures Drill will take place on 11/15/16.

7. Training Items For Review (9:40 – 9:50)

Train the Trainer Update:

- Train the Trainer is scheduled for **Wednesday November 30th & Thursday December 1st**
 - Day 1 will cover the PJM specific portion. As discussed, this will include a “101” style session targeted to new Training Liaisons to discuss the LMS, DTS Roles & Responsibilities and/or Training Liaison tasks.
 - The Day 1 session may serve as a refresh and an opportunity to share best practices for experienced Training Liaisons as well.
 - Day 2 – Vendor Training. The focus of this training will be to discuss tools and strategies to be used when designing/developing training (e.g. adding interactivity, exercises/games, etc.) This training may include a partial working session for participants.
 - The DTS was asked to continue to provide any feedback on topics they would like to see presented at the Train the Trainer session this year

Additional information will be shared with the DTS in the near future including the agenda and link to register for training.

8. Additional Items from the DTS (9:50 – 10:00)

No new items from the DTS.

Future Meeting Dates

November 15 th , 2016	09:00 am	PJM Conference & Training Center/WebEx
December 20 th , 2016	09:00 am	PJM Conference & Training Center/WebEx

Meeting Attendees:

A Jae Roysdon	First Energy
Alicia Battaglino	Constellation
Al Yursis	COMED
Amy Gayle	Dominion
Anita Patel	PJM
Ann Ivanc	First Energy
Anna Vargas	COMED
Brian Guzejko	PECO
Chris Jankowski	Talen Energy
Chris Norton	AMP
Danny Restucci	PJM
David Jones	GridForce
David Lloyd	UGI
Donna Lafevre	Dominion
Doug Guignet	PJM
Elizabeth Davis	Talen Energy Marketing, LLC
Frank Cumpton	Constellation
Frank Dinsmore	AEP
Gary Pleiss	First Energy
James Aguello	Neptune
Jason Procniar	AES
James Washacheck	Tenaska
Katherine Zvomuya	CPP
Larry Crudup	CES



Agenda/Meeting Minutes

Laura Lumbrazo	Orange & Rockland
Lisa Fincher	Delmarva Power & Light
Mark Armstrong	AEP
Mark Gear	Constellation
Maureen Curley	PJM
Michael Sandidge	Exelon
Nick Greenhawk	Easton Utilities
Pam Wiggins	PSEG
Paul Hesson	WM Renewable Energy
Rachel Ayres	Constellation
Ryan Cox	AEP
Stan Winbush	AEP
Steve Hanson	ACES
Steve Stiles	East Kentucky Power Cooperative, Inc.
Sue Zigler	BGE
Ted Brewer	AES
Ted Schumacher	Duke Energy
Terry Goss	Exelon (Pepco)
Tom Green	BETM
Tom Hunt	Exelon
Tom Paff	Duke Energy

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Antitrust:

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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