Dispatcher Training Subcommittee  
PJM Conference and Training Center & WebEx (Password dts1220pjm)  
December 20th, 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. Approval of meeting minutes from November, 2016.

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

   
   Mr. Lloyd will report on any items of interest from the SOS.

4. **Compliance Update (9:15 – 9:20)**
   
   Ms. Maureen Curley will provide an update on member compliance with PJM Training and Certification requirements, per Manual 40.

   
   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.

   
   - 2017 Spring Restoration Drill  
     2/21/17 – 2/22/17 (back up 2/28/17-3/1/17)
   
   - NERC GridEx IV Exercise
     11/15/17 – 11/16/17

7. **PJM Manual 40 Updates (9:40 – 9:50)**
   
   Kim Sauernwine will provide additional updates to PJM Manual 40 based on the first review through the PJM Stakeholder review process.

   Mr. Glen Boyle will present on the NERC CE Program Re-evaluation.

8. **Training Items For Review (9:50 – 10:00)**

   - End-of-Year Reminders
     - Company & Program Evaluations available in DTS company accounts
○ 2017 Operator Seminar Dates

**Baltimore**

Four Seasons Baltimore

<table>
<thead>
<tr>
<th>Seminar Week</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>Week 1</td>
<td>March 7, 2017</td>
<td>March 10, 2017</td>
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<tr>
<td>Week 2</td>
<td>March 14, 2017</td>
<td>March 17, 2017</td>
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<tr>
<td>Week 3</td>
<td>March 21, 2017</td>
<td>March 24, 2017</td>
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**Columbus, Ohio**

Hilton Easton at Columbus

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<thead>
<tr>
<th>Seminar Week</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>Week 4</td>
<td>March 28, 2017</td>
<td>March 31, 2017</td>
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<tr>
<td>Week 5</td>
<td>April 4, 2017</td>
<td>April 7, 2017</td>
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<tr>
<td>Week 6</td>
<td>April 10, 2017</td>
<td>April 13, 2017</td>
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**Audubon, PA (PJM Conference and Training Center)**

Overnight accommodations – Crowne Plaza Valley Forge

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<tr>
<th>Seminar Week</th>
<th>Start Date</th>
<th>End Date</th>
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<tbody>
<tr>
<td>Week 7</td>
<td>April 18, 2017</td>
<td>April 21, 2017</td>
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<tr>
<td>Week 8</td>
<td>April 25, 2017</td>
<td>April 28, 2017</td>
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<tr>
<td>Week 9</td>
<td>May 2, 2017</td>
<td>May 5, 2017</td>
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9. **Additional Items from the DTS**

### Future Meeting Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>December 20(^{th}), 2016</td>
<td>09:00 am</td>
<td>PJM Conference &amp; Training Center/WebEx</td>
</tr>
<tr>
<td>January 17(^{th}), 2017</td>
<td>09:00 am</td>
<td>PJM Conference &amp; Training Center/WebEx</td>
</tr>
<tr>
<td>February 14(^{th}), 2017 (TBD)</td>
<td>09:00 am</td>
<td>PJM Conference &amp; Training Center/WebEx</td>
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*Author: Anita Patel*

**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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**On the Phone Dial**

*6*  
Mute / Unmute

**Linking Teleconference Connection to WebEx**

To link your teleconference connection (audio presence) to your WebEx presence, please dial *29 and enter your Personal Identification Number. Once you are logged in to the WebEx, this PIN can be found under the "Meeting Info" tab of your WebEx window.

Provide feedback on the progress of this group: [Facilitator Feedback Form](#)  
Visit [learn.pjm.com](http://learn.pjm.com), an easy-to-understand resource about the power industry and PJM’s role.