

Dispatcher Training Subcommittee
PJM Conference and Training Center & WebEx
November 15th, 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 October, 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)

Mr. Lloyd will report on any items of interest from 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 - 1 company non-compliant

Certification - 1 company 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 2/28/17-3/1/17)

Mr. Danny Restucci provided a summary on the 2016 Fall Company Restoration Drills which included a summary of participation, lessons learned and upcoming drill dates. For more information, please review the 2016 Fall Drill Summary Document posted with the [meeting materials for November](#).

Mr. Don Wallin provide a brief summary of the 2016 PJM Grid Security Drill. The drill included the participation of 21 companies and 106 Operators/Dispatchers. Mr. Wallin provided a brief summary of the member and PJM lessons learned and asked participants to share any additional feedback for future drill planning purposes.

7. PJM Manual 40 Updates

Kim Sauerwine from PJM System Operator Training department shared updates to PJM Manual 40 based on the annual review of the manual. Updates related to PJM Manual 40, Sections 1-3 included the following:

- Addition of Grid Security Drill as additional drill type/component of PJM's continuing education offerings
- Clarified language on how initial training requirements may be completed
- Added language to include open JIT training to initial training requirements
- Changed the grace period for completing Initial Training & Certification Requirements from 12 months to 6 months for MOC Generation Dispatchers and Small Generation Plant Dispatchers
- Added clarification to items which are monitored during monthly and annual compliance checks

The updates will continue to be communicated through the normal Stakeholder process. For more information, please review the summary of changes document and the redline version of PJM Manual 40 posted with the [meeting materials for November](#).

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

- 2016 Train the Trainer – November 30th – December 1st

- End-of-Year Reminders
 - The DTS was reminded that PJM will begin to monitor the end of the year compliance checks for Transmission on the completion of the required 32 EOP hours and the Annual Training Tasks.
 - Training Liaisons may receive notification from PJM as reminder for their Operators who have not yet completed the requirement.
 - Training Liaisons are asked to review the status of their Operators for successful completion of these requirements.
- Annual Review of Training
 - The DTS was informed that the annual review of various online training courses is currently taking place and new/updated courses may be available to Operators/Dispatchers as updates are completed.
 - PJM will send notification when new courses are made available and any Operators/Dispatchers in the process of completing existing courses will need to complete them by the end of the ILA due date (for example – OL Gen ITP, due by 1/31/17, OL NERC Standards, due by 1/30/17).
- Seminar 2017
 - The DTS was reminded that the 2017 Seminar will start on March 7th starting in Baltimore (3 weeks), Columbus (3 weeks) followed by CTC/PJM (final 3 weeks)

9. 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:

Alicia Battaglino	Constellation
Al Yursis	COMED
Anita Patel	PJM
Ann Ivanc	First Energy

Anna Vargas	COMED
Benjamin Bernier	GridForce
Blain Atkins	Duke Energy
Brian Croteau	BETM
Brian Guzejko	PECO
Chris Jankowski	Talen Energy
Chris Norton	AMP
Chris O'Leary	PSEG
Danny Restucci	PJM
David Lloyd	UGI
Dennis Shoetmer	ITC
Dharmesh Barathan	Galt Power, Inc
Don Wallin	PJM
Doug Guignet	PJM
Ed Murdock	Dynegy
Elizabeth Davis	Talen Energy Marketing, LLC
Eva Diess	The Mobility House
Frank Cumpton	Constellation
Frank Dinsmore	AEP
Gary Pleiss	First Energy
Jacki Vitiello	Dominion
Jason Proconiar	AES
James Washacheck	Tenaska
Kevin Patten	AEP
Katherine Zvomuya	CPP



Agenda/Meeting Minutes

Kim Sauerwine	PJM
Larry Crudup	CES
Lisa Fincher	Delmarva Power & Light
Mark Armstrong	AEP
Mark Gear	Constellation
Maureen Curley	PJM
Nick Greenhawk	Easton Utilities
Nick Kowalczyk	RECO
Pam Wiggins	PSEG
Paul Hesson	WM Renewable Energy
Paul Neyer	Duke Energy
Rachel Ayres	Constellation
Robert Felix	Duquesne
SJ Afalla	Neptune
Steve Hanson	ACES
Steve Stiles	East Kentucky Power Cooperative, Inc.
Sue Zigler	BGE
Ted Schumacher	Duke Energy
Tom Hunt	Exelon
Tom Paff	Duke Energy

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Antitrust:

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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.

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