

Dispatcher Training Subcommittee  
PJM Conference and Training Center & WebEx  
November 21, 2017  
9:00 a.m. – 10:00 a.m. EPT

## Administration (9:00-9:10)

### 1. Welcome

Ms. Maureen Curley, PJM, reviewed announcements, anti-trust, Code of Conduct guidelines and attendance.

### 2. Approval of meeting minutes from October 2017

The October 2017 meeting minutes were accepted without any corrections or deletions.

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

### 3. Compliance Update (9:10 – 9:15)

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

#### Transmission

All compliant with Training/Certification requirements

#### Generation

*Training* – 1 company non-compliant

*Certification* – 2 companies non-compliant

#### Small Generation

All compliant with Training requirements

#### CSP

All compliant with Training requirements

### 4. PJM Drills (9:15 – 9:25)

2018 Spring Restoration Drill	5/15/18 – 5/16/18 (back-up 5/22/18 – 5/23/18)
2018 Summer Emergency Procedures Drill	TBD
2018 Fall Company Restoration Drills	9/24/18 – 11/2/18
2018 Winter Emergency Procedures Drill	TBD
Grid Security Drill Exercise	TBD

Mr. Danny Restucci, PJM, provided a summary of the 2017 Fall Company Restoration Drills, which included a summary of participation, lessons learned and upcoming drill dates. For more information, please review the 2017 Fall Restoration Drill Summary document posted with the [meeting materials for November](#).

Planning has begun for the 2018 Fall Company Restoration Drills which will be held between 9/24/18 – 11/2/18. Please contact [Daniel.Restucci@pjm.com](mailto:Daniel.Restucci@pjm.com) with your preferred drill date and drill location.

Mr. Michael Lawruk, PJM, provided a summary of the 2017 NERC GridEx IV Exercise. He thanked the members for their participation in this year's drill. The committee has received positive feedback on the exercise and is still in the process of collecting lessons learned. Please contact [Michael.Lawruk@pjm.com](mailto:Michael.Lawruk@pjm.com) with any additional comments/feedback on the exercise.

## 5. PJM Manual 40 Updates (9:25 – 9:35)

Mr. Michael Hoke, PJM, reviewed updates to PJM Manual 40. Updates included:

- Clarified the role of the DTS in the Task List Review and Program Evaluation
- Reorganized Section 2 to add the Markets certification exam
- Added section on disciplinary actions for certification exam
- Added clarifying language to EOP requirement in Section 3.2.1
- Changed MOC and Small Plant Generation Dispatcher continuing training requirement from rolling 3-year requirement to annual requirement
- Added language to include Load Management resources

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](#).

## 6. Human Performance Working Group (9:35 – 9:45)

Mr. Glen Boyle and Mr. Don Wallin, PJM, introduced the possibility of creating a Human Performance working group to get a sense of the level of interest of the DTS in establishing this type of forum. The purpose of the group would be to share best practices, review HP related events, discuss tools/concepts, etc. The focus will be on the control room operator. DTS members were asked to share their level of interest and/or suggestions with [Glen.Boyle@pjm.com](mailto:Glen.Boyle@pjm.com) or [Donald.Wallin@pjm.com](mailto:Donald.Wallin@pjm.com).

## 7. Training Items for Review (9:45 – 9:55)

- RRC Tool JIT

PJM posted a Just-in-Time training module in the LMS for Transmission Owner Operators on the new RRC tool. This JIT module is not required, but is available for your operators as they prepare for the task reverification due in March 2018.

- End-of-Year Reminders

Please remember to complete the 2017 Company and PJM Program Evaluations and Task List review in the LMS using your DTS company account. For questions or assistance in accessing this account, please contact [TrainingSupport@pjm.com](mailto:TrainingSupport@pjm.com).

PJM is working with Training Liaisons on end-of-year compliance reports. Please forward any LMS updates/documentation to [TrainingSupport@pjm.com](mailto:TrainingSupport@pjm.com).

- NERC SOCCED Update

The DTS was reminded that NERC's SOCCED will be unavailable from 11/28/17 until on/about 12/14/17 as they transition to a new platform. NERC is encouraging users to download a copy of transcript and provider data prior to the start of the data freeze.

- 2018 PJM Operator Seminar Dates

The DTS was reminded of the 2018 Seminar dates (see below). Additional information about seminar registration will be available in early 2018.

[Westin Cincinnati](#) (Cincinnati, OH)

Seminar Week	Start Date	End Date
Week 1	March 6, 2018	March 9, 2018
Week 2	March 13, 2018	March 16, 2018
Week 3	March 20, 2018	March 23, 2018
Week 4	March 26, 2018	March 29, 2018

[Hilton Richmond Short Pump](#) (Richmond, VA)

Seminar Week	Start Date	End Date
Week 5	April 3, 2018	April 6, 2018
Week 6	April 10, 2018	April 13, 2018
Week 7	April 17, 2018	April 20, 2018

## PJM CTC (Audubon, PA)

Seminar Week	Start Date	End Date
Week 8	April 24, 2018	April 27, 2018
Week 9	May 1, 2018	May 4, 2018
Week 10	May 8, 2018	May 11, 2018

### 8. Additional Items from the DTS (9:55 – 10:00)

*No new items from the DTS.*

### Future Meeting Dates

December 19, 2017	09:00 a.m.	PJM Conference & Training Center/ WebEx
January 23, 2018	09:00 a.m.	PJM Conference & Training Center/ WebEx
February 20, 2018	09:00 a.m.	PJM Conference & Training Center/ WebEx
March 20, 2018	09:00 a.m.	WebEx

Author: Maureen Curley

### November Meeting Attendees:

Alicia Battaglino	Constellation
Allan Yursis	ComEd
Andre Francis	SMECO
Anita Patel	PJM
Ben Rice	CPP
Benjamin Bernier	GridForce
Brandon McGee	CES
Brandon Webb	AEP
Brian Croteau	BET
Chris Jankowski	Talen Energy
Danny Restucci	PJM
Don Wallin	PJM
Ed Murdock	Dynegy

Eric Linder	NextEra Energy Power
Glen Boyle	PJM
Jim Eckels	First Energy
John Dippolito	PSEG
Josh Benson	AES
Justin Freidman	Tenaska
Kevin Patten	Appalachain Power Company
Laura Lumbrazo	RECO
Lisa Fincher	PEPCO
Mark Armstrong	AEP
Mark Garza	First Energy
Mark Grear	Constellation
Maureen Curley	PJM
Michael Hoke	PJM
Michael Sandidge	PEPCO
Michael Sitarchyk	PJM
Mike Lawruk	PJM
Nick Greenhawk	Easton Utilities
Pamela Wiggins	PSEG
Paul Hesson	WM Renewable Energy
Rachel Ayres	Constellation
Randel Cooper	AEP
Robert Felix	Duquesne Light Company
SJ Afalla	Siemens Neptune
Steve Mines	AEP

Steve Stiles	EKPC
Carolyn Sue Ziegler	BGE
Ted Schumacher	Duke Energy
Terry Goss	PEPCO
Tom Hunt	PECO
Victoria Drummond	Dominion
William Pepper	Delmarva

**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. PJM may create audio, video or online recordings of stakeholder meetings for internal and training purposes, and your participation at such meetings indicates your consent to the same.

<p><b>On the Phone Dial</b></p>  <p>Mute / Unmute</p>	<p><b>Linking Teleconference Connection to WebEx</b></p> <p>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.</p>
--	--