Dispatcher Training Subcommittee
PJM Conference and Training Center & WebEx (Password dts0220pjm)
February 20, 2018
9:00 a.m. – 10:00 a.m. EPT

Administration (9:00-9:05)

1. Welcome
   Ms. Maureen Curley, PJM, will review announcements, anti-trust, Code of Conduct and attendance.

2. Approval of meeting minutes from January 2018

3. Request for any additional agenda items

Monthly Items & Training Updates (9:05-9:45)

4. Compliance Update (9:05 – 9:10)
   PJM will provide an update on member compliance with PJM Training and Certification requirements, per Manual 40.

5. 2018 PJM Drill Dates (9:10 – 9:15)
   - 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 Restoration Drills: 9/24/18 – 11/2/18
   - 2018 Winter Emergency Procedures Drill: TBD
   - Grid Security Drill Exercise: 11/14/18

6. NERC Standards Update (9:15 – 9:25)
   Review of NERC Standard TOP-010-1(i) to determine if there are any impacts to the PJM Transmission Owner Operator task list that may require task reverification

7. 2018 Seminar (9:25 – 9:30)
   2018 PJM Operator Seminar Dates
   **Westin Cincinnati** (Cincinnati, OH)

<table>
<thead>
<tr>
<th>Seminar Week</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>March 6, 2018</td>
<td>March 9, 2018</td>
</tr>
<tr>
<td>Week 2</td>
<td>March 13, 2018</td>
<td>March 16, 2018</td>
</tr>
<tr>
<td>Week 3</td>
<td>March 20, 2018</td>
<td>March 23, 2018</td>
</tr>
<tr>
<td>Week 4</td>
<td>March 26, 2018</td>
<td>March 29, 2018</td>
</tr>
</tbody>
</table>
**Hilton Richmond Short Pump** (Richmond, VA)

<table>
<thead>
<tr>
<th>Seminar Week</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 5</td>
<td>April 3, 2018</td>
<td>April 6, 2018</td>
</tr>
<tr>
<td>Week 6</td>
<td>April 10, 2018</td>
<td>April 13, 2018</td>
</tr>
<tr>
<td>Week 7</td>
<td>April 17, 2018</td>
<td>April 20, 2018</td>
</tr>
</tbody>
</table>

**PJM CTC** (Audubon, PA)

<table>
<thead>
<tr>
<th>Seminar Week</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 8</td>
<td>April 24, 2018</td>
<td>April 27, 2018</td>
</tr>
<tr>
<td>Week 9</td>
<td>May 1, 2018</td>
<td>May 4, 2018</td>
</tr>
<tr>
<td>Week 10</td>
<td>May 8, 2018</td>
<td>May 11, 2018</td>
</tr>
</tbody>
</table>

8. **Upcoming Training Items** (9:30 – 9:35)
   - NERC Survey Update
   - Task 6 Reverification – Transmission Owner Operators – due March 1, 2018
     - Based on change to RRC tool
     - Optional JIT training available in the LMS

9. **Committee Check-in** (9:35 – 9:40)
   Discussion of upcoming meeting schedule and possible future agenda topics

10. **Additional Items from the DTS** (9:40 – 9:50)

    **Compliance Updates (9:50)**
    - RRC Task Reverification – due March 1, 2018

    **Future Agenda Items (9:55)**
    - Human Performance

**Future Meeting Dates**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 20, 2018</td>
<td>09:00 a.m.</td>
<td>WebEx</td>
</tr>
<tr>
<td>April 17, 2018</td>
<td>09:00 a.m.</td>
<td>WebEx</td>
</tr>
<tr>
<td>May 22, 2018</td>
<td>09:00 a.m.</td>
<td>PJM Conference &amp; Training Center/ WebEx</td>
</tr>
<tr>
<td>June 19, 2018</td>
<td>09:00 a.m.</td>
<td>PJM Conference &amp; Training Center/ WebEx</td>
</tr>
</tbody>
</table>

Author: Maureen Curley
Agenda

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.

Participant Identification in WebEx:
When logging into the WebEx desktop client, please enter your real first and last name as well as a valid email address. Be sure to select the "call me" option. PJM support staff continuously monitors WebEx connections during stakeholder meetings. Anonymous users or those using false usernames or emails will be dropped from the teleconference.

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.

Join a Meeting
1. Join meeting in the WebEx desktop client
2. Enter name (First and Last*) and corporate email
3. Under “Select Audio Option” select “Call Me” option from the dropdown menu

*Note: Anonymous users or those using false usernames or emails will be dropped from the teleconference.

Provide feedback on the progress of this group: Facilitator Feedback Form
Visit learn.pjm.com, an easy-to-understand resource about the power industry and PJM's role.