

Dispatcher Training Subcommittee

WebEx

August 20, 2019

9:00 a.m. – 10:00 a.m. EPT

Administration (9:00-9:05)

1. Welcome

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

2. Approval of meeting minutes from June 2019

The June 2019 meeting minutes were accepted without any corrections or deletions.

3. Request for any additional agenda items

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

4. Compliance Update (9:05 – 9:10)

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 – 4 companies non-compliant

Small Generation

Training – 3 companies non-compliant

CSP

Training – 2 companies non-compliant

5. 2019 PJM Drill Dates (9:10 – 9:15)

2019 Spring Restoration Drill	5/21/19 – 5/22/19 – <i>completed</i>
2019 Summer Emergency Procedures Drill	6/4/19 – <i>completed</i>
2019 Fall Restoration Drills	See Schedule
2019 Winter Emergency Procedures Drill	TBD
NERC GridEx V	11/13/19 – 11/14/19

PJM provided an update on the fall restoration drill, including a draft schedule. Please review the proposed dates and locations for your company's drill. If you have any changes, please email TrainingSupport@pjm.com, Daniel.Restucci@pjm.com, or Brian.Lynn@pjm.com.

For companies who will be conducting the drill at PJM, please send us the names of the operators who will be in attendance for our visitor notification process.

Draft Schedule:

Date	Day	Company	Time
Sept. 25&26	Wed/Thur.	<u><i>Dominion</i></u>	25 th - 1130-1530 26 th - 0730-1130
October 1	Tue.	<u><i>PECO</i></u>	0600-1400
October 3	Thur.	<u><i>AE-DELMARVA</i></u>	0800-1600
October 8	Tue.	<u><i>Duquesne</i></u>	0800-1600
October 10	Thur.	<u><i>PEPCO-BG&E-SMECO</i></u>	0800-1600
October 15/16	Tue/Wed	<u><i>ComEd-RMU(Grid4ce)</i></u>	0700-1500
October 17	Thurs	<u><i>Dayton-EKPC</i></u>	0800-1600
October 22/23	Tues/Wed.	<u><i>AEP/DEOK/ITC/OVEC</i></u>	22 nd - 1130-1530 23 rd - 0730-1130
October 29	Tue	<u><i>X PPL – UGI - CPP</i></u>	0800-1600
October 29/30	Tue/Wed	<u><i>FE X East/West/South</i></u>	29 th 1100-1600 30 th 0800-1600
October 30	Wed	PS, Rockland (ORU)	0800-1600
		<i>Red = Drill at Member Company Location</i>	<i>X=Cross Zonal</i>

6. Training Items (9:15 – 9:30)

- Revised process for PJM Certification renewals

Áine Hasham, PJM, provided the DTS with an update to the PJM Certification renewal process. Beginning 8/20/19, PJM will begin processing renewals automatically for individuals who have met the hour requirements for renewal. The renewal application form is no longer needed. For individuals below the target, PJM will continue to send reminder communications ahead of the expiration date. For questions, please contact TrainingSupport@pjm.com.

- PJM Learning Management System (LMS) Password Requirements

Áine Hasham, PJM, provided the DTS with an update to the PJM LMS password complexity requirements. Beginning 9/20/19, PJM will be enforcing strong passwords for the LMS. Additional information about the new requirements and the implementation will be communicated to the Training Liaisons and end-users. For questions, please contact TrainingSupport@pjm.com.

- Upcoming Training Sessions

The DTS was reminded that the curriculum sessions for the summer have been posted to www.pjm.com. For questions related to the training schedule, please contact TrainingSupport@pjm.com.

7. Human Performance (9:30 – 9:40)

PJM is looking for feedback on your Human Performance programs and ways to incorporate HP topics at the DTS. We will be sending a survey out to the DTS for feedback. The DTS is encouraged to complete this survey and provide any suggestions or comments. For questions, please contact Maureen.Curley@pjm.com.

8. Additional Items from the DTS (9:40 – 9:45)

No new items from the DTS.

Compliance Updates (9:45)

- See August OC Meeting Materials for Reliability Compliance Update: <http://www.pjm.com/committees-and-groups/committees/oc.aspx>

Future Meeting Dates

September 17, 2019	09:00 a.m.	PJM Conference & Training Center/WebEx
October 22, 2019	09:00 a.m.	PJM Conference & Training Center/WebEx
November 19, 2019	09:00 a.m.	PJM Conference & Training Center/WebEx
December 17, 2019	09:00 a.m.	PJM Conference & Training Center/WebEx

Author: Maureen Curley

August Meeting Attendees:

Áine Hasham	PJM
Al Yursis	ComEd
Alicia Battaglino	Constellation
Amy Hassen	Dominion
Andre Francis	SMECO
Benjamin Bernier	Gridforce Energy
Bennie Rice	CPP
Brett Johnson	PPL Utilities
Brian Croteau	Boston Energy
Chris Sharp	ComEd
Chris Taylor	Duquesne Light
Corey Stancombe	Duke Energy
David Lloyd	UGI
Eric Bryant	First Energy
Eric Linder	NextEra
Jason Proconiar	Ohio EC
Jeremy Stout	Dominion Energy
Jim Donahue	OVEC
John Dippolito	Public Service
Josh Benson	Dayton
Justin Donahue	Duquesne Light
Karen McGee	AEP
Kenny Keilholtz	NRG
Larry Crudup	CES
Mark Armstrong	AEP
Mark Garza	First Energy
Maureen Curley	PJM
Michael Goulding	Cross Texas
Michael Hoke	PJM
Nick Greenhawk	Easton Utilities
Pamela Wiggins	Public Service
Patrick Parasram	Rockland
Patty Nagle	Duquesne Light
Paul Hesson	WM Renewables
Robert Schmidt	Rainbow Energy
Ronald Wong	Duke Energy
Shawn Wright	Dominion Energy

Steve Mines	AEP
Steve Stiles	EKPC
Sue Ziegler	BGE
Terry Gates	AEP
Thomas Cichowski	Duquesne Light
Tom Hunt	PECO
Tom Paff	Duke Energy

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.

<p>On the Phone Dial</p>  <p>Mute / Unmute</p>	<p>Linking Teleconference Connection to WebEx</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>
<p>Join a Meeting</p>	<ol style="list-style-type: none"> 1. Join meeting in the WebEx desktop client 2. Enter name (<i>First and Last*</i>) 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.*



Meeting Minutes

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.