Dispatcher Training Subcommittee  
WebEx  
December 17, 2019  
9:00 a.m. – 10:00 a.m. EPT

Administration (9:00-9:05)

1. Welcome  
   Michael Hoke, PJM, reviewed announcements, anti-trust, Code of Conduct guidelines and attendance.

2. Approval of meeting minutes from November 2019  
   The November 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)  
   The DTS was provided with an update on member compliance with PJM Training and Certification requirements, per Manual 40.

   Transmission  
   All compliant with Training/Certification requirements

   Generation  
   Training – 2 companies non-compliant  
   Certification – 3 companies non-compliant

   Small Generation  
   Training – 3 companies non-compliant

   CSP  
   Training – 1 company non-compliant

5. 2020 PJM Drill Dates (9:10 – 9:15)  
   2020 Spring Restoration Drill  
   5/19/20 – 5/20/20  
   2020 Summer Emergency Procedures Drill  
   5/21/20, back-up date 5/27/20  
   2020 Fall Restoration Drills  
   9/28/20 – 11/6/20  
   2020 Winter Emergency Procedures Drill  
   TBD
Brian Lynn, PJM, provided an overview of the 2019 Fall Restoration Drill. The DTS was provided with draft dates for the 2020 Restoration Drills. The target dates for the Spring Restoration drill are May 18-20, 2020. Please see the schedule above for draft dates for the Fall Restoration drill. Please review the schedule and contact SystemRestorationDrillTm@pjm.com if you have any questions or changes.


Michael Hoke, PJM, reviewed the proposed changes to PJM Manual 40: Training and Certification Requirements as part of the annual review. For more details, please see the meeting materials: https://www.pjm.com/committees-and-groups/subcommittees/dts.aspx

7. Training Items (9:30 – 9:45)

- 2020 Seminar

Planning for the 2020 Operator Seminar is underway. Registration will open for the members on January 21, 2020. The DTS is asked to provide any comments or suggestions related to next year’s program to Maureen.Curley@pjm.com or TrainingSupport@pjm.com.
Meeting Minutes

Four Seasons – Baltimore, MD
March 10-13, 2020
March 17-20, 2020
March 24-27, 2020

Hilton Polaris – Columbus, OH
March 31-April 3, 2020
April 6-9, 2020
April 14-17, 2020
April 21-24, 2020

PJM CTC – Audubon, PA
April 28-May 1, 2020
May 5-8, 2020
May 12-15, 2020

- End-of-year Program Evaluation

The end-of-year program evaluation form has been added to the DTS company accounts in the LMS. The DTS was reminded to complete these forms. For questions or access to the DTS company account, please contact TrainingSupport@pjm.com.

8. Additional Items from the DTS (9:30 – 9:45)

No new items from the DTS.

Compliance Updates (9:45)

- See December OC Meeting Materials for Reliability Compliance Update:

Future Meeting Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>January 21, 2020</td>
<td>9:00 a.m.</td>
<td>PJM Conference &amp; Training Center/WebEx</td>
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<tr>
<td>February 18, 2020</td>
<td>9:00 a.m.</td>
<td>PJM Conference &amp; Training Center/WebEx</td>
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<tr>
<td>March 24, 2020</td>
<td>9:00 a.m.</td>
<td>PJM Conference &amp; Training Center/WebEx</td>
</tr>
<tr>
<td>April 21, 2020</td>
<td>9:00 a.m.</td>
<td>PJM Conference &amp; Training Center/WebEx</td>
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Author: Maureen Curley

December Meeting Attendees:

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
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<tbody>
<tr>
<td>Áine Hasham</td>
<td>PJM</td>
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<tr>
<td>Alicia Battaglino</td>
<td>Constellation</td>
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<tr>
<td>Amanda Nielsen</td>
<td>ACES Power</td>
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<tr>
<td>Benjamin Bernier</td>
<td>Gridforce</td>
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<tr>
<td>Brandon Webb</td>
<td>AEP</td>
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<td>Brett Johnson</td>
<td>PPL</td>
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<tr>
<td>Brian Croteau</td>
<td>Boston Energy Trading</td>
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<tr>
<td>Brian Lynn</td>
<td>PJM</td>
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<tr>
<td>Chris Norton</td>
<td>AMP</td>
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<tr>
<td>Chris OLeary</td>
<td>PSEG</td>
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<tr>
<td>Chris Sharp</td>
<td>ComEd</td>
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<tr>
<td>Christine Dobrucky</td>
<td>Dominion</td>
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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:
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