

Dispatcher Training Subcommittee

WebEx

October 17, 2023

09:00 a.m. – 10:00 a.m. EPT

Administration (9:00-9:05)

1. Welcome

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

2. Request for any additional agenda items

3. Approval of meeting minutes from September 2023

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. PJM Drills (9:10 – 9:15)

PJM will provide an update on drill activities.

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| 2023 Spring Restoration Drill | <i>Complete</i> |
| 2023 Summer Emergency Procedures Drill | <i>Complete</i> |
| 2023 Fall Restoration Drills | Multiple |
| 2023 Winter Emergency Procedures Drill | 11/2/23; Back-up date 11/9/23 |
| 2023 GridEx VII | 11/14/23-11/15/23 |

6. 2024 PJM Operator Seminar (9:15 – 9:25)

7. Training Items (9:25 – 9:40)

- Annual Training Plan
- Reserves Performance Just-in-Time Training Reminder – due 9/30/2023
- 2023 Train-the-Trainer
- Certification Program Update
- End-of-year Reminders

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

Information Only Posting

9. See October OC Meeting Materials for Reliability Compliance Update: [OC Website](#)

| Future Meeting Dates and Materials | | | Materials Due to Secretary | Materials Published |
|------------------------------------|-----------|----------|----------------------------|---------------------|
| Date | Time | Location | | |
| November 13, 2023 | 9:00 a.m. | WebEx | 11/6/2023 | 11/8/2023 |
| December 12, 2023 | 9:00 a.m. | WebEx | 12/5/2023 | 12/7/2023 |

Author: Maureen Curley

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 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. Expectations for participating in PJM activities are further detailed in the [PJM Code of Conduct](#).

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.

Participant Use of Webex Chat:

The use of the Webex chat feature during meetings shall be primarily reserved for administrative and logistical purposes, such as managing a question or comment queue, noting technical difficulties, and meeting support or management purposes. Utilizing Webex chat for any other commentary should be limited to short phrases. Detailed commentary or substantive dialog shall be shared orally by entering the speaker queue.

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| <p>On the Phone, Dial</p> <p>to Mute/Unmute</p> | <p>Linking Teleconference Connection to Webex</p> <p>When logging in to the meeting, access Webex first and select the "call me" feature to receive a direct call to your phone. Using this feature will connect your name to your Webex presence.</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.*



Agenda

Provide feedback on the progress of this group: [Facilitator Feedback Form](#)
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