

Dispatcher Training Subcommittee

WebEx

September 17, 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 August 2019

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

3. Request for any additional agenda items

4. PJM Stakeholder Survey will be open Monday, September 30, until Friday, October 11

PJM will be updating its current stakeholder email communication tool later this year. The survey notifications will be sent using the new tool. Stakeholders are being asked to provide their IT departments the IP address, 13.111.63.217, to ensure members receive stakeholder communications from the new tool. If subscribers are unable to whitelist the IP address, please check the company spam folder to allow communications from “@lists.pjm.com”.

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

5. 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 – 1 company non-compliant

Small Generation

Training – 3 companies non-compliant

CSP

Training – 2 companies non-compliant

6. 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 | 11/5/19, back-up 11/12/19 |
| 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. The drill refresh training is available in the PJM LMS. If you have any questions, please email TrainingSupport@pjm.com, Daniel.Restucci@pjm.com, or Brian.Lynn@pjm.com.

Draft Schedule:

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

Red = Drill at Member Company Location **X=Cross Zonal**

7. Training Items (9:15 – 9:30)

- PJM Learning Management System (LMS) Password Requirements

PJM provided the DTS with a reminder about the PJM LMS password complexity requirements. Beginning 9/20/19, PJM will be enforcing strong passwords for new passwords in the LMS. On 10/4/19, existing passwords will expire and new passwords will need to be set that adhere to the new requirements. 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.

- 2020 Seminar

Planning for the 2020 Operator Seminar is underway. The DTS was asked to provide any comments or suggestions related to next year's program to Maureen.Curley@pjm.com or TrainingSupport@pjm.com.

- 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.

- Review of Transmission Task List

The Transmission task list was reviewed. No changes have been identified.

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

No new items from the DTS.

Compliance Updates (9:45)

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

Future Meeting Dates

| | | |
|-------------------|------------|--|
| 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

September Meeting Attendees:

| | |
|------------------|-------------------|
| Andre Francis | SMECO |
| Benjamin Bernier | Gridforce |
| Bennie Rice | CPP |
| Brandon McGee | CES |
| Brian Croteau | Boston Energy |
| Chris OLeary | PSEG |
| Chris Sharp | ComEd |
| Christy Dobrucky | Dominion Energy |
| Corey Stancombe | Duke Energy |
| Dennis Schoetmer | ITC |
| Douglas Guignet | PJM |
| Eric Linder | NextEra |
| George Brady | OVEC |
| James Rucci | Constellation |
| Jason Procuniar | Ohio EC |
| Jim Augello | Siemens |
| John Dippolito | Public Service |
| Jose Santiago | BGE |
| Josh Benson | Dayton |
| Kathleen Wehnes | State of Maryland |
| Larry Crudup | CES |
| Lisa Fincher | PEPCO |

| | |
|------------------|------------------------|
| Lonnie Bush | First Energy |
| Mark Armstrong | AEP |
| Mark Garza | First Energy |
| Mark Grear | Constellation |
| Mark Klohonatz | First Energy |
| Marquette Hooker | Dominion Energy |
| Maureen Curley | PJM |
| Michael Goulding | Cross Texas |
| Michael Hoke | PJM |
| Nick Greenhawk | Easton Utilities |
| Pamela Wiggins | Public Service |
| Patrick Parasram | Rockland |
| Paul Hesson | WM Renewables |
| Randel Cooper | AEP |
| Robert Felix | Duquesne Light |
| Ronald Wong | Duke Energy |
| Steve Mines | AEP |
| Steve Stiles | EKPC |
| Sue Ziegler | BGE |
| Terry Gates | AEP |
| Thomas Cichowski | Duquesne Light |
| Tom Paff | Duke Energy Renewables |
| Tori Drummond | Dominion 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 client2. Enter name (<i>First and Last*</i>) and corporate email3. 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.