

Sub-regional RTEP Committee, Mid-Atlantic area
Via teleconference
Tuesday, September 24, 2019
12:00 p.m. – 4:00 p.m. EPT

Administration

1. Welcome, announcements and review of the Anti-trust, Code of Conduct, and Media Participation Guidelines
2. Review Agenda for this meeting
3. M-3 Process Needs Status
4. Email Communication Tool Upgrade
 - a. PJM will be updating its current stakeholder email communication tool later this year. Stakeholders are being asked to have their IT department whitelist 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". Full details regarding the tool update can be found at the Tech Change Forum.
5. PJM Stakeholder Survey will be open Monday, September 30, until Friday, October 11.
 - a. We will be using the new email communication tool for this survey. Please ensure your IT department is prepared. See the information in Item 4.

RTEP Updates

6. **Reliability Analysis Update**
PJM will present 7 baseline upgrade for first review and 1 for second review.
7. **PSEG - Supplemental Projects**
PSEG will present 1 system need.

Future Meeting Dates

October 21, 2019	12:00 p.m. – 4:00 p.m.	Teleconference
November 18, 2019	12:00 p.m. – 4:00 p.m.	Teleconference
December 16, 2019	12:00 p.m. – 4:00 p.m.	In-Person & Teleconference

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Antitrust, Code of Conduct and WebEx Instructions

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>
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<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
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**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](#)
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