

Dispatcher Training Subcommittee
PJM Conference and Training Center & WebEx
February, 15th 2017
9:00 a.m. – 10:00 a.m. EPT

Administration (9:00 – 9:10)

1. Welcome, announcements and Anti-trust and Code of Conduct and attendance.
2. The January, 2017 meeting minutes were accepted without any corrections or deletions.

Monthly Items & Training Updates (9:10-10:00)

3. **System Operator Subcommittee (SOS) Report** (9:10 – 9:15)

There were no items from the SOS for the DTS to address. There were no items for Mr. Lloyd to take back to the SOS.

4. **Compliance Update** (9:15 – 9:20)

Ms. Maureen Curley 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 - 2 companies non-compliant

CSP

Training - 1 company non-compliant

5. **PJM Certification Exam Updates** (9:20 – 9:25)

Mr. Michael Hoke provided an update on upcoming changes to the PJM Certification Exam vendor.

As of 3/31/17, PJM will no longer be using NERC's SOCCED to register for the PJM Certification exams. We are working with our test delivery vendor to develop the necessary processes to continue exam delivery and registration after that date. This will, however, involve a black out period for the exam starting 4/1/2017, lasting approximately 2 weeks.

If you are currently scheduled to sit for a PJM exam during the blackout window, please contact PJM as soon as possible. All other approved ATT numbers that have not been used prior to the cutover date will be transitioned to the new process.

Updates will be provided to the DTS as more information becomes available.

6. 2017 PJM Drill Dates (9:25 – 9:35)

2017 Spring Restoration Drill	2/21/17 – 2/22/17 (back up 2/28/17-3/1/17)
NERC GridEx IV Exercise	11/15/17 – 11/16/17

A brief update was provided to the DTS on the upcoming Spring System Restoration drill scheduled to take place on 2/21/17 – 2/22/17. Questions and/or feedback should be emailed to the following:

Daniel.Restucci@pjm.com

Ryan.Lifer@pjm.com

The DTS was also reminded that invitation letters for the NERC GridEx IV Exercise would be going out in the next few weeks and the PJM Planning Team will be looking for the names of Lead Planners & Lead Trainers for the exercise.

7. PJM Learning Management System (LMS) Updates (9:35 – 9:45)

Ms. Maureen Curley provided an update on some enhancements to the PJM Learning Management System (LMS). The goal of the update was to make the system easier to navigate and more user-friendly. The main updates to the LMS are summarized below:

- Redesign to LMS Main Menu
 - Menu bar replaced with single “Menu” icon
 - Consolidated menu options (fewer clicks) including only those that are currently used by PJM
 - Menu options displayed using text and icons to enable users to identify options more quickly
 - Tooltips available by hovering over menu options
- Homepage Update
 - The “Home” icon returns the user to the main landing page of the LMS
 - Includes menu descriptions, links to training resources, etc.
- Training Plan Update
 - Added features to more clearly show when requirements are due and how they can be satisfied
 - Grouping based on due dates (grouped in 30-day due date blocks, with the option to show all)

- Overdue items highlighted in red text
- Visual icons to show the type of training (indicated next to the title)
- Filtering by priority still available

Please forward any questions or comments to Maureen.Curley@pjm.com or TrainingSupport@pjm.com.

8. Training Items For Review (9:45 – 10:00)

- Seminar Updates

A brief update on the upcoming 2017 Operator Seminar was provided to the DTS including the following reminders:

- The DTS was reminded that if they still have Operators/Dispatchers **who are not yet registered**, they should reach out to PJM as soon as possible
- If Operators/Dispatchers or other participants need to switch or cancel weeks, please notify PJM
- The DTS was asked to please remind their Operators/Dispatchers to cancel hotel reservations if they cancel or switch weeks
- Public registration will be open from 2/13/17 – 2/26/17

2017 Operator Seminar Dates

Baltimore

[Four Seasons Baltimore](#)

Seminar Week	Start Date	End Date
Week 1	March 7, 2017	March 10, 2016
Week 2	March 14, 2017	March 17, 2017
Week 3	March 21, 2017	March 24, 2017

Columbus, Ohio

[Hilton Easton at Columbus](#)

Seminar Week	Start Date	End Date
Week 4	March 28, 2017	March 31, 2017

Week 5	April 4, 2017	April 7, 2017
Week 6* <i>Monday Start</i>	April 10, 2017	April 13, 2017

Audubon, PA (PJM Conference and Training Center)

Overnight accommodations – [Crowne Plaza Valley Forge](#)

Seminar Week	Start Date	End Date
Week 7	April 18, 2017	April 21, 2017
Week 8	April 25, 2017	April 28, 2017
Week 9	May 2, 2017	May 5, 2017

- PJM Manual 40
 - The DTS was reminded that the updated version of PJM Manual 40 has been posted on [pjm.com](http://www.pjm.com) and a copy can be accessed from the following location:
<http://wired.pjm.com/~media/documents/manuals/m40.ashx>

9. Additional Items from the DTS

No additional items from the DTS.

Future Meeting Dates

March 21 st , 2017	09:00 am	PJM Conference & Training Center/WebEx
April 25 th , 2017	09:00 am	PJM Conference & Training Center/WebEx
May 23 rd , 2017	09:00 am	PJM Conference & Training Center/WebEx

Meeting Attendees:

Alicia Battaglino	Constellation
Allan Yursis	COMED
Anita Patel	PJM
Ann Ivanc	First Energy

Anna Vargas	ComEd
Becky Davis	Talen Energy
Blain Atkins	Duke Energy
Brandon Webb	AEP
Brett Johnson	PPL
Brian Croteau	BETM
Chris Jankowski	Talen Energy
Chris Norton	AMP
David Lloyd	UGI
Dennis Schoetmer	ITC Holdings Corp
Dharmesh Bharathan	CES
Donna Lefevre	Dominion
Douglas Guignet	PJM
Eric Linder	Nextera
Frank Dinsmore	AEP
Jack Philips	Direct Energy
James M. Augello Jr	Siemens-Neptune
Jason Proconiar	AES
Jim Eckels	First Energy
Katherine Zvomuya	CPP
Larry Crudup	CES (Galt Power)
Lisa Fincher	Pepco
Mark Armstrong	AEP
Mark Bradley	ITC Holdings Corp
Mark Grear	Constellation



Agenda/Meeting Minutes

Michael Sandidge	Exelon
Maureen Curley	PJM
Michael Hoke	PJM
Nick Greenhawk	Easton Utilities
Nick Kowalczyk	Orange & Rockland
Pamela Wiggins	PSEG
Paul Hesson	WM Renewables
Rachel Ayres	Constellation
Robert Felix	Duquesne
Ryan Cox	AEP
SJ Afalla	Siemens-Neptune
Stan Winbush	AEP
Steve Hanson	ACES
Steven Mines	AEP
Steve Stiles	East Kentucky Power Cooperative
Sue Zigler	BGE
Ted Brewer	AES
Ted Schumacher	Duke Energy
Tom Hunt	PECO/Exelon

Author: Anita Patel

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.

On the Phone Dial



Mute / Unmute

Linking Teleconference Connection to WebEx

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.

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.