

Dispatcher Training Subcommittee  
PJM Conference and Training Center & WebEx  
April 17, 2018  
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 March 2018

The March 2018 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)

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* – 4 companies non-compliant

*Certification* – 4 companies non-compliant

#### Small Generation

*Training* – 1 company non-compliant

#### CSP

*Training* – 2 companies non-compliant

### 5. 2018 PJM Drill Dates (9:10 – 9:15)

2018 Spring Restoration Drill	5/15/18 – 5/16/18 (back-up 5/22/18 – 5/23/18)
2018 Summer Emergency Procedures Drill	5/14/18
2018 Fall Restoration Drills	9/24/18 – 11/2/18
2018 Winter Emergency Procedures Drill	TBD
Grid Security Drill Exercise	11/14/18

## 2018 Fall Restoration Drill Schedule – DRAFT

Date	Company
9/25 – 9/26	<b>AEP/DEOK (ITC?/OVEC)</b>
10/4	<b>AE-DELMARVA</b>
10/9	Duquesne
10/11	PEPCO-BG&E-SMECO
10/16	<b>ComEd-RMU (GRID4CE)</b>
10/16	O&R
10/18	DAYTON-EKPC
10/23 – 10/24	<b>Dominion</b>
10/25	<b>PECO</b>
10/30	PPL-UGI
10/30 – 10/31	<b>FE East/West/South/CPP?</b>
10/31	PS

FE-PN/PPL – Cross Zonal

Red = Away

### Fall Restoration Drill

A preliminary draft of the Fall Restoration Drill schedule was reviewed. The DTS was reminded to review the schedule and provide PJM with any date or location changes. For questions, please contact [Joshua.Berckman@pjm.com](mailto:Joshua.Berckman@pjm.com).

### Grid Security Drill

Mike Lawruk, PJM, provided the DTS with updates related to the 2018 Grid Security Drill. Planning for this year's drill is underway. Monthly conference calls for planning purposes are scheduled to be in May. An onsite planning meeting is scheduled for early fall. For questions about this year's exercise, please contact [Michael.Lawruk@pjm.com](mailto:Michael.Lawruk@pjm.com).

## 6. Upcoming Training Items (9:15 – 9:30)

### PCLLRW – Tool Changes

Doug Guignet, PJM, provided the DTS with an update related to the implementation of the Voltage Dfax enhancement to the PCLLRW tool. It has been determined that a Task Reverification will likely be required. However, because the tool is still in development, the timing of the reverification window is not yet known. PJM will provide Just-in-Time training when the new tool is available. For questions or additional information, please contact [Douglas.Guignet@pjm.com](mailto:Douglas.Guignet@pjm.com).

## 2018 PJM Operator Seminar Dates

### [Westin Cincinnati](#) (Cincinnati, OH)

Seminar Week	Start Date	End Date
Week 1	March 6, 2018	March 9, 2018
Week 2	March 13, 2018	March 16, 2018
Week 3	March 20, 2018	March 23, 2018
Week 4	March 26, 2018	March 29, 2018

### [Hilton Richmond Short Pump](#) (Richmond, VA)

Seminar Week	Start Date	End Date
Week 5	April 3, 2018	April 6, 2018
Week 6	April 10, 2018	April 13, 2018
Week 7	April 17, 2018	April 20, 2018

### PJM CTC (Audubon, PA)

Seminar Week	Start Date	End Date
Week 8	April 24, 2018	April 27, 2018
Week 9	May 1, 2018	May 4, 2018
Week 10	May 8, 2018	May 11, 2018

PJM reviewed updates related to the 2018 PJM Operator Seminar:

- In 2018, PJM is looking to grow the item banks for the PJM Certification exams. To help with this initiative, PJM will be hosting an Item Writing Workshop and Contest at this year's seminar. This is an opportunity for all interested individuals to play a key role in enhancing the certification program at PJM. More details about the contest will be shared during the seminar. An optional Item Writing Workshop will be held on Day 1, beginning at 11:00 AM. No registration is necessary.

### Drill Refresh Training

The online refresh training for the Summer Emergency Procedures and Spring Restoration Drills will be available in the LMS in early May.

### PJM Transmission Certification Exam Update

Michael Hoke, PJM, provided the DTS with an update on the PJM Transmission Owner Operator Certification exam. The exam is currently being revised and the updated exam will be available later

this year. There will be a one-month blackout period when the transmission exam will be unavailable, as part of this revision process. More details about the timing of this blackout period will be provided to the DTS as the exam is finalized. Questions related to the PJM Transmission exam may be sent to: [Michael.Hoke@pjm.com](mailto:Michael.Hoke@pjm.com).

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

*No new items from the DTS.*

### Compliance Updates (9:45)

- Pending Task Reverification based on PCLLRW Tool Change – timing TBD
- See March OC Meeting Materials for Reliability Compliance Update: <http://www.pjm.com/committees-and-groups/committees/oc.aspx>

### Future Agenda Items (9:50)

- Human Performance

### Future Meeting Dates

May 22, 2018	09:00 a.m.	PJM Conference & Training Center/WebEx
June 19, 2018	09:00 a.m.	PJM Conference & Training Center/WebEx
July 17, 2018	09:00 a.m.	PJM Conference & Training Center/WebEx
August 21, 2018	09:00 a.m.	PJM Conference & Training Center/WebEx

Author: Maureen Curley

### April Meeting Attendees:

A Jae Roysdon	First Energy
Alicia Battaglino	Constellation
Al Yursis	ComEd
Alpa Jani	PJM
Amanda Ripperda	IMPA
Amy Gayle	Dominion VA Power
Andre Francis	SMECO
Anita Patel	PJM
Benjamin Bernier	Gridforce Energy
Ben Rice	CPP
Bill DePasquale	PJM
Brandon Webb	AEP
Brett Johnson	PPL
Brian Croteau	BET

Chris O'Leary	PSEG
Chris Norton	AMP
David Lloyd	UGI
Donna LeFevre	Dominion
Doug Guignet	PJM
Glen Boyle	PJM
James Augello	Neptune
John Karasiewicz	PSEG
Joseph Helms	Rainbow Energy
Josh Benson	AES
Karen McGee	AEP
Ken Keilholtz	GenOn
Lisa Fincher	PEPCO
Mark Garza	First Energy
Mark Gear	Exelon/Constellation
Maureen Curley	PJM
Michael Hoke	PJM
Mike Lawruk	PJM
Nick Greenhawk	Easton
Pamela Wiggins	PSEG
Paul Hesson	WM Renewable Energy
Rachel Ayres	Constellation
Robert Simmonette	UGI
Steve Hanson	ACES
Steve Mines	AEP
Steve Stiles	EKPC
Suzanne Herel	PJM
Carolyn Sue Ziegler	BGE
Ted Schumacher	Duke Energy
Terry Goss	PEPCO
Todd Poynton	RECO
Tom Hunt	PECO
Tori Drummond	Dominion

**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.



# Meeting Minutes

## 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.

### 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.

### Join a Meeting

1. Join meeting in the WebEx desktop client
2. Enter name (*First and Last\**) 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.*