

Dispatcher Training Subcommittee  
PJM Conference and Training Center & WebEx  
March 20, 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 February 2018

The January 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* – 3 companies non-compliant

*Certification* – 3 companies non-compliant

#### Small Generation

*Training* – 1 company non-compliant

#### CSP

*Training* – 1 company 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	Day	Company
Sept 25-26	Tues-Wed	AEP/DEOK (ITC/OVEC)
Oct 2	Tue.	PECO
Oct 4	Wed.	AE-DELMARVA
Oct. 9	Tue.	Duquesne
Oct 11	Thur.	PEPCO-BG&E-SMECO
Oct 16	Tue.	ComEd – RMU (GRID4CE)
Oct 18	Thur.	DAYTON - EKPC
Oct 24-25	Wed.–Thur.	Dominion
Oct 31	Wed.	PS – O&R
Oct 30	Tues	PPL - UGI
Oct 30 - 31	Tues-Wed	FE East/West/South/CPP

FE-PN/PPL – CROSS ZONAL

Red = Away

### Spring Restoration Drill

Alpa Jani, PJM, reviewed a new process for sending and responding to the Spring Restoration Drill invitation. Invitations were sent via email on Monday, March 19, 2018. Moving forward, PJM will be using its survey tool for a consistent process. If multiple contacts from an entity receive an invitation, only one response is required. A confirmation email will be sent to those who respond, complete with the Drill Communication Packet. Additional information is available in the meeting materials. For questions related to the drill invitation, please contact [Alpa.Jani@pjm.com](mailto:Alpa.Jani@pjm.com). For questions related to the drill exercise, please contact [Joshua.Berckman@pjm.com](mailto:Joshua.Berckman@pjm.com).

## Summer Emergency Procedures Drill

A question was raised about the date for the 2018 Summer Emergency Procedures drill. The drill is scheduled for Monday, May 14, 2018. Members of the DTS expressed a concern about holding the drill on a Monday due to scheduling and workload issues. PJM will review and take into consideration when scheduling future drill dates.

## 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).

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

### NERC Survey Update

NERC is extending the deadline to respond to their survey related to the NERC certification and continuing education programs. An updated email was sent out and the link was added to the NERC website. Participation is open to all active participants in either program.

### 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.

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

*No new items from the DTS.*

### Compliance Updates (9:45)

- No training updates
- 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

April 17, 2018	09:00 a.m.	WebEx
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

Author: Maureen Curley

## March Meeting Attendees:

Alicia Battaglino	Constellation
Al Yursis	ComEd
Alpa Jani	PJM
Amanda Ripperda	IMPA
Amy Gayle	Dominion VA Power
Benjamin Bernier	Gridforce Energy
Brandon Webb	AEP
Brett Johnson	PPL
Brian Croteau	BET
Chad Singer	Fellon-McCord
Chris O'Leary	PSEG
David Lloyd	UGI
Dennis Schoetmer	ITC
Donna LeFevre	Dominion
Jenjira Knernschild	ODEC
Jim Eckels	First Energy
John Dippolito	PSEG
John Karasiewicz	PSEG
Josh Benson	AES
Justin Freidman	Tenaska
Karen McGee	AEP
Kevin Hatch	PJM
Larry Crudup	CES
Lisa Fincher	PEPCO

Mark Armstrong	AEP
Mark Garza	First Energy
Maureen Curley	PJM
Michael Hoke	PJM
Nick Greenhawk	Easton
Pamela Wiggins	PSEG
Paul Hesson	WM Renewable Energy
Paul Neyer	Duke Energy
Rachel Ayres	Constellation
Robert Felix	Duquesne Light Company
Steve Hanson	ACES
Steve Mines	AEP
Steve Stiles	EKPC
Carolyn Sue Ziegler	BGE
Ted Schumacher	Duke Energy
Tom Buhler	Rockland
Tom Hunt	PECO

**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.



# Meeting Minutes

## 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.*