

Dispatcher Training Subcommittee

WebEx

September 12, 2023

9:00 a.m. – 10:00 a.m. EPT

Administration (9:00-9:05)

1. Welcome

Maureen Curley, PJM, reviewed announcements, anti-trust, Code of Conduct and attendance.

2. Approval of meeting minutes from August 2023

The August 2023 Meeting minutes were accepted without any correction or deletions.

3. Request for any additional agenda items

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

4. Compliance Update (9:05 – 9:10)

The DTS was provided with an update on member compliance with PJM Training and Certification requirements, per Manual 40.

Companies were reminded to contact TrainingSupport@pjm.com as early as possible if they have an operator who is getting close to a training/certification requirements due date. PJM will work with the individuals on a plan to meet the requirements, including additional training courses or exam retesting as needed.

5. PJM Drills (9:10 – 9:15)

2023 Spring Restoration Drill	<i>Complete</i>
2023 Summer Emergency Procedures Drill	<i>Complete</i>
2023 Fall Restoration Drills	Multiple
2023 Winter Emergency Procedures Drill	11/2/23; Back-up date 11/9/23
2023 GridEx VII	11/14/23-11/15/23

Samantha Lutcza, PJM, reviewed details for the upcoming 2023 GridEx VII drill. For additional information, please see the [meeting materials](#). For questions, please contact Edward.Figuli@pjm.com or Nitin.Sem@pjm.com.

Danny Restucci, PJM, provided an update on the 2023 Fall Restoration Drills. For additional information, please see the [meeting materials](#). For questions, please contact Douglas.Guignet@pjm.com or Daniel.Restucci@pjm.com.

6. Training Items (9:15 – 9:40)

- 2023 Annual Training Plan

Maureen Curley, PJM, provided an update on the 2023 Annual Training Plan. The draft calendar for the remainder of 2023 is posted on the website. Sessions through October are open for registration. Please contact TrainingSupport@pjm.com with any questions.

- Reserves Performance Just-in-Time Training Reminder – **due 9/30/2023**

The DTS was reminded about the Reserves Performance Just-in-Time training that is required for Generation Dispatchers. Training must be completed by 9/30/2023. For questions, please contact TrainingSupport@pjm.com.

- 2023 Train-the-Trainer

Erica Breslin, PJM, provided an update on this year's Train-the-Trainer program. PJM will be partnering with Association for Talent Development (ATD) to deliver a session on *Writing for Instructional Design and Training*. The session is scheduled for December at the PJM CTC. Additional details about session dates and registration will be provided to the DTS. For questions, please contact TrainingSupport@pjm.com.

- 2024 PJM Operator Seminar

Maureen Curley, PJM, provided an update on the 2024 PJM Operator Seminar. For additional details, please see the posted [meeting materials](#). For questions, please contact Maureen.Curley@pjm.com.

- Training Activity Submissions

The DTS was reminded to submit training records for operators/dispatchers so that their records can be updated in the PJM LMS. For questions, please contact TrainingSupport@pjm.com.

- Certification Program Update

Michael Hoke, PJM, provided an update on the certification program. If individuals are experiencing difficulty scheduling an exam, please contact TrainingSupport@pjm.com and PJM will follow up with the account representative. Please note that PSI has recently changed their scheduling platform. Please use the following link for exam scheduling: <https://test-takers.psiexams.com/pjm>

- End-of-year Reminders

Maureen Curley, PJM, reminded the DTS that the 2024 PJM and company program evaluations are available in the PJM LMS via the DTS Company Accounts. For questions about the evaluation or for assistance in accessing this account, please contact TrainingSupport@pjm.com.

Additionally, PJM continues to send status reports to Training Liaisons related to the annual training requirements. The DTS was encouraged to review their personnel lists to ensure that PJM has accurate data for operations personnel. For questions, please contact TrainingSupport@pjm.com.

7. Additional Items from the DTS (9:40 – 9:45)

No additional items from the DTS.

Information Only Posting

- See September OC Meeting Materials for Reliability Compliance Update: [OC Website](#)

Future Meeting Dates and Materials			Materials Due to Secretary	Materials Published
Date	Time	Location		
October 17, 2023	9:00 a.m.	WebEx	10/10/23	10/12/23
November 13, 2023	9:00 a.m.	WebEx	11/6/2023	11/8/2023
December 12, 2023	9:00 a.m.	WebEx	12/5/2023	12/7/2023

Author: Maureen Curley

September Attendees

Chris Stevens	AEP
Treasa Himmelspach	AEP
Vince Guntle	American Powernet
Chris Norton	AMP
Brian Croteau	BETM
Jim Rebsamen	ComEd
TJ Johnson	ComEd
Alyssa Kelley	Dominion Energy
Katherine Laing	Dominion Energy
Marquette M Hooker	Dominion Energy
John Sturgeon	Duke Energy
Kyle Leininger	Duke Energy
Christopher Taylor	Duquesne Light
Thomas Cichowski	Duquesne Light
Troy L Jones	Easton Utilities
Ronnie Mollohan	EKPC
Sue Ziegler	Exelon-MAS
Allen Halliwell	First Energy
Jennifer Ford	First Energy
Jim Eckels	First Energy

Joe Oppman	First Energy
John Wilson	First Energy
Lonnie Bush	First Energy
Peter Salerno	First Energy
Chas Parks	NRG
Daniel Restucci	PJM Interconnection
Erica Breslin	PJM Interconnection
Maureen Curley	PJM Interconnection
Michael Hoke	PJM Interconnection
Samantha Lutcza	PJM Interconnection
Ben Parent	PPL
Chris O'Leary	PSEG
Meghan Pietrocola	Public Service
Pamela Wiggins	Public Service
Simone Duncan	Public Service
William Mehnert	Rockland
Andre Francis	SMECO
Chris Lauer	UGI

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.

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Participant Use of Webex Chat:

The use of the Webex chat feature during meetings shall be primarily reserved for administrative and logistical purposes, such as managing a question or comment queue, noting technical difficulties, and meeting support or management purposes. Utilizing Webex chat for any other commentary should be limited to short phrases. Detailed commentary or substantive dialog shall be shared orally by entering the speaker queue.