1. **Administration**

The March 2013 Meeting minutes were accepted without comment or addition.

2. **SOS Report**

There was no SOS report this month.

3. **Compliance Update**

Ms Curley provided the following Compliance information:

- All 19 Transmission Companies were in compliance with both Training and Certification Requirements.

- Of the 61 Generation entities, 10 were non-compliant with Certification requirements. 3 of these entities have mitigation plans in place.

- Of the 61 Generation entities, 5 were non-compliant with Training requirements. None of these entities have mitigation plans in place.

- All 8 Small Generators were compliant with Testing and Training requirements.

- One of the CSP/DR entities was non-compliant with the training requirements. A Mitigation plan is in place.

4. **Review of Transmission Operator Task List**

Tasks 11 - 13 were reviewed with no changes made.

The proposal to add a new Company-Specific Reliability-Related task related to the requirement to have procedures in place to recognize and alert personnel of sabotage or terrorism events was voted on. The proposal was not accepted. No additional new or changed tasks were identified by the DTS members.
5. **PJM Training Updates**

5 weeks of the PJM Operators seminar have been completed, with an overall approval rating of 4.5 out of 5. The Friday “Cafeteria-style” class selection has been very popular with the operators. The remaining dates and locations for the 2013 seminar are as follows:

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>April 16-19</td>
<td>Columbus OH</td>
</tr>
<tr>
<td>7</td>
<td>April 23-26</td>
<td>PJM CTC</td>
</tr>
<tr>
<td>8</td>
<td>April 30-May 3</td>
<td>PJM CTC</td>
</tr>
<tr>
<td>9</td>
<td>May 7-10</td>
<td>PJM CTC</td>
</tr>
<tr>
<td>10</td>
<td>May 14-17</td>
<td>PJM CTC</td>
</tr>
</tbody>
</table>

To comply with the new requirements, several of the Transmission online training modules have been removed from the LMS. Transmission folks will see the Transmission 101 and Operations 101 Modules permanently removed. In addition the Nuclear Communications Module has been temporarily removed so that we can complete revisions to make that training compliant with our SAT process, after which it will be reposted.

All users will see that the NERC Standards online module has been temporarily removed. We will also be making that module SAT-compliant and reposting it as soon as possible.

The new Fundamentals of Transmission Operations (FOTO) course has been completed and was loaded into the LMS on April 1. All Transmission folks who had been assigned TRANS/OPS in the past have now been assigned the FOTO module. The online module has 39 individual lessons with a total run time of ~11 hours, providing 11 CEH’s, 7.5 Emergency Hours, and 2 Standards hours. Obviously, there are not currently any simulation hours for the online module. We are planning to offer the first in-person session of the FOTO course in September. That class will most likely be a week in duration and will provide simulation hours. Remember that – effective 4/1/13 – all TO Operators are required to complete the FOTO course prior to being put on shift independently.

PJM is in the process of developing the content for a Train-the-Trainer class for Members with a projected October delivery. PJM is putting together a Trainer Task List, and will use that to decide upon content.

6. **Member Items**

There were no issues or questions from the DTS Members.

**Upcoming Meetings**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 21, 2013</td>
<td>0900-1000</td>
<td>PJM CTC and WebEx</td>
</tr>
<tr>
<td>June 18, 2013</td>
<td>0900-1000</td>
<td>PJM CTC and WebEx</td>
</tr>
<tr>
<td>July 16, 2013</td>
<td>0900 – 1000</td>
<td>PJM CTC and WebEx</td>
</tr>
</tbody>
</table>
Meeting Attendees

Mark Armstrong  AEP
William Berryhill  City of Dover
John Brodbeck  PEPCO
Ted Brewer  Dayton
Steve Byers  Safe Harbor Water & Power
Andrea Carter  Dominion
Brian Croteau  Edison Mission
Frank Cumpton  Constellation
Maureen Curley  PJM
Becky Davis  PPL Martins Creek
Jay Davis  ACE
Heather Feliks  AEP
Russell Fernsler  PJM
Lisa Fincher  PEPCO
Mr. Gant  AEP
Dave Gaul  First Energy
Amy Gayle  Dominion
Mark Grear  Constellation
Valerie Hildebrand  PEPCO
Tom Hunt  PECO
John Karasiewicz  PSE&G
John Kolarick  Liberty Generating Co.
Steve Jones  Duke O/K
Ed Murdock  Liberty Generating Co.
Anita Patel  PJM
S. Patel  PJM
Jack Philips  Hess Corp.
Gary Pleiss  First Energy
Jason Procuniar  Dayton Power & Light
Amanda Ripperda  Illinois Municipal Electric Agency
Tom Smith  CPP
Mike Sitarchyk  PJM
James Stack  Duquesne
Rich Steinbacher  Rockland Electric
Don Steinmetz  Duke Energy Indiana
Steven Stiles  EKPC
Anna Vargas  ComEd
John Vito  PPL
Pete Welty  Easton Utilities