1. **Administration (0900 - 0903)**

   Meeting minutes for the November 2014 DTS meeting were sent to all members. Corrections and additions to the written notes will be solicited.

   WebEx recordings of the DTS meetings are available via a password-protected link from the DTS Webpage of [www.pjm.com](http://www.pjm.com). If you need assistance in accessing these recordings, please let Mr. Fernsler know. We are using the DTS roster as our cross-check before granting access to the DTS recordings. If you are not on the roster, your request to have access to the recordings will not be approved.

2. **SOS Report (0904-0905)**

   Mr. Lloyd will report on any items of interest from the System Operating Subcommittee Meetings.

3. **Compliance Update (0906 - 0908)**

   Ms. Curley will provide an update on member compliance with PJM Training and Certification requirements, per Manual 40.


   To address PJM’s SAT requirements, members are requested to review the current Transmission and Generation Task Lists via the PJM LMS, and submit their review results via the provided “Evaluation” (Reviewed with no comments, or reviewed with comments). Any comments or suggested changes will be brought up to the DTS for discussion.

5. **2015 PJM Drill dates (0911 – 0915)**

   - 2014 Summer Emergency Procedures Drill: TBD
   - 2014 Winter Emergency Procedures Drill: TBD
   - 2014 Fall Individual Company Restoration Drills: TBD
6. **2015 Seminar Dates & Locations (0916 - 0918)**

   The 2015 Seminar Dates and Locations are as follows;

   **CTC**
   - March 10 – 13, 2015
   - March 17 – 20, 2015
   - March 23 – 26, 2015**

   **Westin Cleveland Downtown**  [http://www.westincleveland.com/](http://www.westincleveland.com/)
   - March 30 – April 2, 2015**
   - April 7 – 10, 2015
   - April 14 – 17, 2015

   - April 21 – 24, 2015
   - April 28 – May 1, 2015
   - May 5 – 8, 2015

   **These weeks are Monday thru Thursday**

7. **PJM 2104 Train-the-Trainer Workshop (0919 - 0925)**

   PJM’s annual “Train-the-Trainer” workshop was held December 2-4, 2015 at the PJM CTC. Mr. Fernsler will give a brief summary of the Workshop.

   One of the items covered was the new LMS format for Transmission Companies to submit their verification that an annual evaluation of their training program was performed. Starting in January 2015, the curriculum reviews that currently occur during DTS meetings will also be restructured. Those reviews will also be electronic, and moved to the LMS environment. The electronic form to submit feedback was designed during the Train-the-Trainer session and will be covered at the January 2015 DTS meeting.

   Another item covered was that in 2015, PJM will start tracking whether Transmission companies have completed annual retraining on those tasks identified in the DIF analysis as requiring it. The Transmission DIF analysis will be reviewed, as well as the mechanism that will be used to track the retraining.

   The PJM-specific training materials used the first day will be posted to the DTS Website. Please contact Mr. Fernsler or Ms. Curley with any questions or concerns.
8. **PJM Manual 40 Changes for Revision 15 (0926 - 0945)**

   A summary of the changes proposed for PJM Manual 40 was sent out in advance of the meeting. The official redline version of the Manual will be provided to the DTS as soon as it is available. Comments and concerns about the changes will be addressed.

9. **PJM Curriculum/ Program Review for the second half of 2014 (0945 - 1000)**

   A summary of the changes to the PJM curriculum that have been made during the second half of 2014, as well as selected comments received that merit discussion with the DTS were sent to members in advance of the meeting. Members will have the opportunity to provide additional comments and insights.

10. **Attendance for those participating via phone only (1001 - 1005)**

11. **Your Items (1006-????)**

12. **Future DTS meeting dates**

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<thead>
<tr>
<th>Date</th>
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<tr>
<td>January 20, 2015</td>
<td>0900-1100</td>
<td>PJM CTC and WebEx</td>
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<td>February 17, 2015</td>
<td>0900-1000</td>
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<tr>
<td>March 17, 2015</td>
<td>0900-1000</td>
<td>PJM CTC and WebEx</td>
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**Anti-trust:**
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. PJM Members are also not allowed to create audio, video or online recordings of PJM meetings.