

## Dispatcher Training Subcommittee

WebEx

October 17, 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. Request for any additional agenda items

#### 3. Approval of meeting minutes from September 2023

The draft minutes from September 2023 were approved with 0 objections and 0 abstentions.

### 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](mailto: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

Ed Figuli, 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](mailto:Edward.Figuli@pjm.com) or [Nitin.Sem@pjm.com](mailto:Nitin.Sem@pjm.com).

#### 6. 2024 PJM Operator Seminar (9:15 – 9:25)

Maureen Curley, PJM, provided an update on the 2024 PJM Operator Seminar.

Áine Hasham, PJM, provided an update on how to test the connection to the PJM virtual training environment prior to next year's seminar.

For additional details, please see the posted [meeting materials](#). For questions, please contact [TrainingSupport@pjm.com](mailto:TrainingSupport@pjm.com).

## 7. Training Items (9:25 – 9:40)

- 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 December are open for registration. A draft of the 2024 calendar will be posted to the website in the coming weeks. Please contact [TrainingSupport@pjm.com](mailto: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](mailto: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. For questions, please contact [TrainingSupport@pjm.com](mailto:TrainingSupport@pjm.com).

- Certification Program Update

Maureen Curley, PJM, provided an update on the certification program. PJM will be transitioning to a new test development and delivery vendor in 2024. More information about the transition will be made available soon. If individuals are experiencing difficulty scheduling an exam, please contact [TrainingSupport@pjm.com](mailto: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](mailto: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](mailto:TrainingSupport@pjm.com).

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

No additional items from the DTS.

### Information Only Posting

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

Future Meeting Dates and Materials			Materials Due to Secretary	Materials Published
Date	Time	Location		
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

### October Attendees

Nate Wyatt	ACES Power
Chris Stevens	AEP
Treasa Himmelspach	AEP
Brian Croteau	BETM
Jason Procuniar	Buckeye
Jim Rebsamen	ComEd
TJ Johnson	ComEd
Alyssa Kelley	Dominion
Katherine Laing	Dominion
Marquette M Hooker	Dominion
Renae Forbes	Dominion
John Sturgeon	Duke Energy
Ron Wong	Duke Energy
Christopher Taylor	Duquesne Light
Thomas Cichowski	Duquesne Light
Nick Greenhawk	Easton Utilities
Sue Ziegler	Exelon-MAS/BGE/PEPCO
Jim Augello	Neptune/Siemens
Chastity Parks	NRG
Tom Hunt	PECO

Áine Hasham	PJM
Daniel Restucci	PJM
Douglas Guignet	PJM
Edward Figuli	PJM
Erica Breslin	PJM
Harshil Patel	PJM
Jeff Yeager	PJM
Maureen Curley	PJM
Rich Brown	PJM
Meghan Pietrocola	Public Service
Pamela Wiggins	Public Service
William Mehnert	Rockland
Ken Foladare	Tangibl Inc
Nick Corder	TYR Energy
Chris Lauer	UGI
Brian Stettler	UGI Energy Services
Paul Hesson	WM

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 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. Expectations for participating in PJM activities are further detailed in the [PJM Code of Conduct](#).

**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.

**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.