AMWG August Meeting Notes

Monday, August 17, 2015 9:00 a.m. – 3:30 p.m.

***WebEx only***

1. **Antitrust Admonition** – Esther Kent
2. **Introductions** – Attendees

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| **Name** | **Company** |
| Esther Kent | CenterPoint Energy |
| John Schatz | TXU Energy |
| Kathy Scott | CenterPoint Energy |
| Carolyn Reed | CenterPoint Energy |
| Andrea O’Flaherty | Solutions Cube |
| Taylor Woodruff | Oncor |
| Eric Blakey | Just Energy |
| Jim Lee | AEP |
| Dan Seif | Butler |
| Steve Davis | ARM |
| Dave Michelsen | ERCOT |
| Robert King | Weatherbug/SPEER |
| Larry Howe | TXSES |
| Sheri Wiegand | TXU Energy |
| Rebecca Reed Zerwas | NRG |
| Michele Gregg | OPUC |
| Ivan Velasquez | Oncor |
| Suzy Clifton | ERCOT |
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1. **Review draft meeting notes and action items from the July AMWG meeting and make necessary updates/revisions**
   * The group reviewed the July 2015 meeting minutes, and approved them with no revisions.
   * **Action Item:** *Esther Kent will send the notes to ERCOT for posting on the AMWG July 2015 meeting page.*
2. **Update SMT patching events and any outages since the last AMWG meeting**
   * Andrea O’Flaherty led the group through an update on SMT patching events and SMT-related events
     + Weekly patching events are complete, with monthly maintenance scheduled for the 3rd Sunday each month. Initial monthly patch maintenance is scheduled for September 20th.
     + July 16 – 18, SMT users were not receiving temporary passwords. Issue fixed 7/18
     + July 26, SMT outage was due to a flash drive software issue, which was repaired during the ~12.5 hour outage
3. **Walkthrough of the SMT Disaster Recovery Plan/Exercise**
   * Andrea led the group through a review of the upcoming SMT Disaster Recovery (DR) exercise
     + SMT will transition to the DR environment Aug. 21 & 22
     + SMT will transition to the production environment Aug. 28 & 29
     + SMT will have a dedicated technical team available to address connectivity and access issues experienced by market participants. SMT has indicated a 30 minute response to reported issues.
4. **Update on all RMS “approved” AMWG Change Requests**
   * + **Review of “no cost” change requests/projects:** there are no true “zero dollar” change request enhancements. Only bug fixes will be addressed in 2015, which include:
       1. CR 2015-024: 3rd party access related, renew energy data agreement after one year
       2. Browser usability issue with logout scenarios in which users are required to clear their cache to login again to SMT
       3. Browser usability issue with double clicking login or enter keys, causing an invalid request error on SMT
       4. Simplification of ROR search for new customer SMT registration
       5. CR 2013-014 (allow SMT user to toggle between 15-minute reads and daily reads w/out having to reset the date range): may be included, depending if project hours are available
     + **CR 2015-021 (Improve ROR search criteria during customer registration process):** the group assigned a Priority 1 to this CR, prior to placing the CR into the packaging queue
     + **CR 2015-042 (Machine to machine consumption of 3rd party agreement information):** the group assigned a Priority 2 to this CR, prior to placing the CR into the packaging queue
     + **CR 2015-040 (Improve SMT administration functionality):** the group decided in the July AMWG meeting to break out the individual cost components of this CR. The group reviewed the individual costs during the August AMWG meeting. The group decided to delay this CR at AMWG.
   * **Action Item:** *John Schatz to provide RMS a status of delayed CRs, including the “post cost estimate” and pre-cost estimate” CRs.*
     + **CR 2015-041 (Allow enrollment for new customer 12-month usage history for 3rd parties and RORs):** the group decided to move this CR to RMS for a vote on the cost estimate and subsequent prioritization
   * **Action Item:** *Post CR 2015-041 to the 9/1 RMS agenda as a voting item for approval of the cost estimate*
5. **Review Updated AMWG Master CR Issues and Tracking Log**
   * The group reviewed the Master CR Tracking Log, and there were no issues brought forth.
     + CR 2013-017 (REP API for energy usage on SMT – permanent solution to replace interim solution): a status question was raised. This CR was “pending” based on the SMT new hardware infrastructure implementation, and if the new hardware is meeting market needs
     + Andrea O’Flaherty reported that the new infrastructure is supporting the volume of usage requests submitted by REPs
   * **Action Item:** *Andrea O’Flaherty to review CR 2013-017 (amended 3/3/2015) and bring forth a recommendation for action*
   * **Action Item:** *Esther Kent to replace the existing CR 2013-017 on the AMWG page with the revised CR 2013-017 shown on the Ms. O’Flaherty’s Master CR Tracking Document*
   * **Agenda Item:** *Place CR 2013-017 on the September 22 AMWG agenda to discuss intent of the CR and if further action is warranted*
     + CR 2015-022 (Keep selected ROR visible during customer registration): remains under evaluation as a defect. **CR 2015-022 will be an October AMWG agenda item**
     + CR 2015-033 (Provide user id and p/w rules up front on UI registration page): a revised cost will be obtained to hardcode the rules vs. “rollover”
   * **Action Item:** *Andrea O’Flaherty to obtain revised cost for CR 2015-033*
   * **Agenda Item:** *Place CR 2015-033 on the September agenda to review the revised cost*
   * The group decided to review the AMWG Master CR Issues and Tracking Log on a quarterly basis, with the next review being at the December AMWG meeting
   * **Action Item:** *John Schatz to compare the Master CR list to Ms. O’Flaherty’s list to ensure the lists sync (e.g., status, events, etc.)*
6. **Update on the Third Party Workshops held July 23rd & 24th and next steps**

* Kathy Scott provided a recap of the workshops
* Workshop II is scheduled for October 16th, 9:30 a.m. – 3:00 p.m. at the ERCOT Met Center, room 206
* Discussion about presenters and topics, objectives
* The group decided that the WS I planning group would convene via conference call to begin planning
* **Action Item:** *Esther Kent will coordinate a small planning group conference call for the week of August 24th.*

1. **Review proposed revisions to AMWG Procedures**
   * This item was not discussed
   * **Agenda Item:** *Esther Kent to place the procedures revision discussion on the September AMWG agenda*
2. **Discuss any questions related to the SMT monthly Market reports for July**
   * The group reviewed the reports with no significant questions or discussion
3. **Review action items and agenda items**
   * This item was not discussed
   * **Action Item:** *John Schatz to send preliminary list of action items and agenda items to Esther Kent, Andrea O’Flaherty, and Kathy Scott*
   * **Action Item:** *John Schatz to contact PUC Staff regarding status update on PUC Project 42786 – Review of AMS Web Portals*
4. **Identify Items to present at the next RMS meeting**

* This item was not discussed

Meeting adjourned at approximately 12:10 p.m.

**Next Meeting**

* + September 22: 9:00 a.m. to 3:30 p.m. at ERCOT Met Center Room 168