AMWG October Meeting Notes

October 21, 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** |
| John Schatz | TXU Energy |
| Kathy Scott | CenterPoint Energy |
| Rob Bevill | NRG |
| Taylor Woodruff | Oncor |
| Jim Lee | AEP |
| Esther Kent | CenterPoint Energy |
| Doug Lewin | SPEER |
| Andrea O’Flaherty | Solutions Cube |
| Barry Kremling | GDEC |
| Carolyn Reed | CenterPoint Energy |
| Ed Echols | Sharyland Utilities |
| Austin Rosel | ERCOT |
| Michael Wissink | Softsmiths |
| Hayden Mills | ?? |
| Kelly ? | Direct Energy |
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1. **Review draft meeting notes and action items from the September AMWG meeting and make necessary updates/revisions**
	* The group reviewed the September 2015 meeting minutes. There were no revisions.
	* **Action Item:** *Esther Kent will send the notes to ERCOT for posting on the AMWG September 2015 meeting page.*
2. **Review of ERCOT AMS Data Reports**
	* Austin Rosel with ERCOT led the group through a review of the 4 ERCOT-prepared reports regarding AMS data
	* Regarding the AMSR Cycle Read Analysis report
		+ A sizable increase in issues was noted (1440 4/15 v 2703 7/15)
		+ Primary driver is related to meter change/configuration issues
		+ AEP and Oncor noted that their respective processes are being analyzed
3. **Update on SMT Disaster Recovery Exercise**
	* Andrea O’Flaherty reviewed the DR exercise scheduled for the weekends of 10/23 & 10/24 and 10/30 & 10/31
	* A telephone hot line will be open during the weekend to receive any performance/access issues
	* Transparency is the goal, meaning the DR environment should operate the same as the production environment
	* The goal is to switch environments within 4 hours
	* An additional goal is to “sync backwards”, i.e., keep the production environment in sync with the backup environment
4. **Update on SMT Maintenance and Bug Fix Implementations**
	* Ms. O’Flaherty led the group in a review of the SMT deficiencies and defects that were corrected in the October 17th release
	* CR 2015-024, 3rd Party Access Renew Energy Data Agreement after 1 Year was implemented
	* SMT website browser improvements were also implemented
		+ Users do not have to clear their cache when attempting to log in after not logging out properly
		+ Prevent users from clicking the login button multiple times, which can cause an invalid request error
	* Deficiencies and defects to be corrected in the December 2015 release include:
		+ Display message box after log in action until the landing page is displayed
		+ ROR validation simplification with “friendly company name”
		+ 3rd Party scheduled report expiry alignment with agreement
		+ ESI field in CSV/Excel export showing up as scientific exponential value
	* **Action Item:** *Andrea O’Flaherty to provide additional detail of the defects/deficiencies to be corrected in the December 2015 release*
	* **November Agenda Item:** *Discussion of December 2015 release activities*
5. **Update on all RMS-approved AMWG Change Requests**
* CR 2015-033 (Provide user ID and password rules on the user interface registration page): The group reviewed the revised storyboard and cost estimate and by consensus agreed to forward the CR to the November RMS meeting as a voting item for cost approval
* **Action Item:** *John Schatz will ensure the CR is added to the November RMS agenda as a voting item*
* CR 2013-017: the group reviewed the summary prepared by Ms. O’Flaherty that explains how/why the CR changed from “interim” status to “complete” status
* **Action Item:** *Andrea O’Flaherty will revise the AMWG Change Request Summary to clarify what prompted the “interim tag” and the “final tag”*
1. **Update on SMT 3rd Party Data Access Workshop II**
	* Kathy Scott updated the group on the October 16th 3rd Party Data Access Workshop II, noting that there were a total of 75 attendees: 24 in person and 51 WebEx
2. **Discuss any questions related to the SMT monthly Market reports for August**
	* Andrea O’Flaherty led the group through a review of the monthly reports with minor discussions
3. **2016 AMWG Meeting Dates**
	* The 2016 proposed meeting dates were discussed and the group decided:
		+ 2016 meetings will be the next to last Tuesday of each month
		+ Meeting start time will remain at 9:00 a.m.
		+ All meetings will be face-to-face
	* November 2015 meeting: the group decided to have a WebEx-only meeting in lieu of a face-to-face meeting. Meeting time is 1:30 p.m. – 4:30 p.m.
	* **Action Item:** *Esther Kent will contact ERCOT to move/reschedule the November meeting and to cancel the room*
	* **Action Item:** *John Schatz will contact ERCOT and request the 2016 meeting dates (copy Esther)*
4. **Review action items and agenda items**
	* This item was not discussed
5. **Identify Items to present at the next RMS meeting**
	* This item was not discussed

 **November Agenda Item:** *Review proposed revisions to AMWG Procedures*

Meeting adjourned at approximately noon.

**Next Meeting**

* + November 19: 1:30 p.m. to 4:30 p.m. – WebEx Only