**AMWG June 2016 Meeting Notes**

**June 23, 2016**

**9:30 a.m. – 3:30 p.m.**

**ERCOT Met Center Room 206 & WebEx**

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

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| **Name** | **Company** |
| Esther Kent  | CenterPoint Energy |
| John Schatz | TXU Energy |
| Jim Lee | AEP |
| Rebecca Zerwas | NRG |
| Sheri Moore | Centerpoint Energy |
| Kyle Patrick | NRG |
| Taylor Woodruff | Oncor |
| Carolyn Reed | CenterPoint Energy |
| Kathy Scott | CenterPoint Energy |
| Andrea O’Flaherty-Brown | Solutions Cube – SMT |
| Monsherra Odanga | Oncor |
| Brian Bowen | First Fuel Software |
| Michele Gregg | OPUC |
| Rob Bevill | SPEER |
| Sam Pak | Oncor |
| Caitlin Smith | Clear Result |
| Suzanne Bertin | TAEBA – Texas Advanced Energy Business Alliance |
| ***WebEx*** |  |
| Clint Sandidge | Noble Energy Solutions |
| Eric Blakey | Just Energy |
| Jeff Stracener | AEP |
| Kaci Jacobs | TXU Energy |
| Sheri Wiegand | TXU Energy |
| Lindsay Butterfield | ERCOT |
| Therese Harris | PUCT |
| Phil Bracy | ERCOT |
| Ed Echols | Sharyland Utilities |
| Jae Son | Samsung |
| Laura Kier | ?? |

1. **Review draft meeting notes and action items from the May AMWG meeting and make necessary updates/revisions**
	* The group reviewed the May 2016 meeting notes, with 1 minor revision.
	* **Action Item:** *Esther Kent will make the 1 minor revision and send the notes to ERCOT for posting on the AMWG May 2016 meeting page*
2. **Review AMWG Procedures and Change Request Form**
	* The group discussed “administrative edits” to the post-RMS approved AMWG procedures and whether “CR” should remain on the AMWG Change Request form as well as Change Request reporting (e.g. CR2016-xxxx)
	* The group agreed that the AMWG Procedures and AMWG Change Request Form will be an agenda item for the July AMWG meeting. The Change Request Form and AMWG Procedures will be posted as meeting materials
	* **Action Item:** *John Schatz to make 1 revision to the AMWG Change Request Form – revising “Control” to read “Request”, in the top section of the Change Request Form*
	* **Action Item:** *Lindsay Butterfield (ERCOT) to send the edits of the AMWG Procedures to the AMWG List-Serve for review prior to the July meeting*
	* **July Agenda Item:** *Review of AMWG Procedures and Change Request Form*
3. **Update on PUC Project 42786 (verbal update)**
	* Kathy Scott , John Schatz, and Therese Harris (PUCT) provided a verbal overview of the project, noting:
		+ The PUC Staff’s recommendation memo was filed June 2nd, and was endorsed by the Commissioners at the June 9th Open Meeting
		+ It appears that 2 separate rulemaking projects are forthcoming, although a timeline has not been established as of the June AMWG meeting:
			1. SMT scope and governance
			2. 3rd Party issues
		+ REPs are developing a list of required business functionalities
		+ The next SMT Data workshop is tentatively scheduled for July 12th
4. **Review of proposed revisions to the TDSP AMWG Data Matrix**
* Jim Lee guided the group through the revisions incorporated into the data matrix pursuant to the May AMWG meeting
* There were no comments, questions, or suggested edits from the group
* The group decided that the Matrix could be “locked down” and posted to the AMWG main page
* The group did note that V1 of the Matrix and Summary be archived, but the group did not determine an archive location
* **Action Item:** *Esther Kent to post the revised Matrix and accompanying summary document to the AMWG main meeting page*
1. **Review of 3rd Party Registration Process, Agreement Process, and Customer Acceptance Process**
	* Andrea O’Flaherty (Solutions Cube) guided the group through the 3rd Party Registration Process
	* The group had minimal questions nor was there significant discussion
	* Andrea did note that the 3rd Party SMT Registration document is located under the SMT Key Docs section of the SMT Main Page
	* **Action Item:** *Andrea to confer with the JDOA/SMTMC and Therese Harris (PUCT) regarding the release of the list of 3rd Parties currently registered at SMT*
		+ An option would be to invite the 3rd Parties to AMWG and/or other pertinent meetings (e.g., 3rd Party access meetings)
	* **Action Item:** *Kathy Scott to send the list of AMS Data Workshop attendees to Rob Bevill (SPEER) and Kaitlyn Smith (ClearResult)*
2. **Update on SMT Monthly Maintenance Schedule**
	* Ms. O’Flaherty reviewed the monthly maintenance schedule with the group.
		+ It was noted that maintenance on the 3rd weekend/month, and as-needed maintenance on the 1st weekend/month were “placeholders”, i.e., there may be weekends where no maintenance is performed
		+ The group requested insight into the Release Items scheduled for September and December
	* **Action Item:** *Andrea to prepare a summary of the September Release Items*
	* **July Agenda Item:** *Discuss September Release Items*
3. **Discuss questions related to the SMT Monthly Market Reports for May, Including the 3rd Party Statistics Report**
	* The group reviewed the reports, and posed several questions
		+ Why are energy data agreement invitations being rejected by customers?
		+ What is the average length/duration of an energy data agreement?
		+ Can “rejected” invitations be differentiated to show “rejected” invitations vs. “timed out” invitations?
		+ It was noted that API is a subset of FTPS – a party must have FTPS functionality to use an API
		+ There was additional general discussion about the report statistics, as the group seeks to gain further granularity on the reported stats
		+ There was also general discussion regarding the difficulty of API integration, however, it was noted that to date there has been no actionable information brought forth to the group
4. **Review Action Items and Agenda Items**
	* John Schatz reviewed the action items and agenda items for the July meeting

Meeting adjourned at ~2:42 p.m.

Next meeting: July 19th, 9:30 a.m. – 3:00 p.m., at ERCOT Met Center room 168 and Web-Ex