## RMTTF

Thursday, May 3rd, 2018

9:30 AM

Oncor offices - Dallas

Sheri Wiegand, co-Chair opened the meeting.

Antitrust admin was read, agenda was reviewed.

Attending:

In Person

* Tomas Fernandez NRG
* Kathy Scott Centerpoint
* Sheri Wiegand TXU
* Kaci Jacobs TXU
* Marty Allen Oncor

Calling in:

* Diana Rehfeldt TNMP
* Art Deller ERCOT
* Jim Lee AEP
* Carolyn Reed Centerpoint

Minutes from the last meeting were approved.

**Feedback on May 1-2 Training in Dallas**

Overall, training was successful – # of attendees, facilities, technology, participation, and initial feedback

Tomas thanked all of the presenters.

Retail 101 – 38 attendees

MarkeTrak/IAG Training – 31 attendees

 Recommend MarkeTrak Overview on line module as prerequisite to MarkeTrak ILT

 Recommend ERCOT availability for Demo due to their ability to change roles

ACTION: Sheri to send Sam Pak copies of Quick Reference Update and Tips and Tricks for Bulk Insert to be posted to the MarkeTrak Information page on TDTMS

Updates to the training decks:

RETAIL 101

Slide 20 – reference to Sharyland

Slide 26 – reference to COPS

Slides 76-77 – TAC SRC updates

Slide 114 – reference to Sharyland

MarkeTrak/IAG

Slide 24 – change screen shot to TDTMS listserve reference

Slides 123 – Cancel w/Approval and Cancel w/o Approval updates for 778

**LMS Statistics**

All time: 595completed, 812 total

YTD: 25 completed, 50 total

It was noted LMS Cancellation processes were working properly – a cancellation resulted in a wait listed participant being enrolled. ACTION: Art was going to check why a student was unable to cancel the class the day prior.

**TxSET Training Development**

Marty presented the Oncor slides on the introduction/overview to TxSET.

Suggested edits/revisions:

* the TxSET Working Group note be included at the end of the training with Diana’s information
* quantity/volume of ERCOT market transactions (quarterly report information) be included in the intro as a reference

Art explained he will use the content provided from slides presented (Oncor, CNP, TNMP, and TXUE) and leverage Retail 101 information to create the TxSET deck in the “ERCOT format” – larger font, fewer words, 3- 5 points per slide, etc.

Kaci and Sheri presented the TXUE slides.

Suggested edits/revisions to be completed by TXUE by end of May.

* slide 2- add tombstone on ERCOT clearinghouse transactions
* slide 4- remove TDSP & CR names (NOTE: this slide is similar to Oncor slide in intro – WG/ERCOT can select either model to use throughout)
* Transaction Name Inventory slides – break into additional slides for an easier read
* Slide 8- change names on blocks to correlate with swimlane reference
* Slide 10- current CR / Other CR
* Slide 13- current CR
* Slide 15- current CR / New CR
* Slide 16- current CR / Other CR
* Add swimlane for MVI
* Slides 23 & 24 – moving REP Rule 1 & “cleaning it up” – Kaci and Sheri to revise
* MVI w/permit – current CR / Other CR
* MVI w/DC – current CR / Other CR
* Slide 27- current CSA CR / new CSA CR
* Slide 29- current CR / CSA CR
* Slide 34- add true EDI
* For MIS screen shots-
	+ Reject codes for more common rejects as permit and unexecutable
	+ Unexecuted codes
* Slide 37- use Retail 101 slide
* Slide 38 – screenshots

Art had requested a separate document on the overall course outline developed initially. Sheri was to extract from meeting notes and provide. LATER FOLLOW UP: Art found outline.

As an overview, an appendix with a glossary of acronyms was suggested.

**SCHEDULE FOR DEVELOPMENT OF TxSET**

* March 1st – all presenters should have documented outline of slides for their assigned sections
* April 5th – TNMP & CNP should have slides prepared for review
* May 3rd – TXUE & Oncor should have slides prepared (meeting in Dalllas)

After meeting all slides should be delivered to Matt (ERCOT) to assemble for next meeting

June 7th – TF will review all slides assembled in presentation – make revisions

July 12th – review any revisions from 6/7 meeting

August 2nd – FINAL review of deck – make any final revisions

September 6th – ERCOT will present FINAL version of deck

Septebmer 14th – ERCOT will have FINAL deck ready for presenters and print

September 18th – (Monday before TxSET & TDTMS) – dry run for presenters @ 1:00 in Austin

September 26th – TxSET Training in Houston

The TF discussed cancelling the June or July meeting. This will be decided based on ERCOT’s progress in assembling the training deck. If they do not have material to review for June, the June meeting will be cancelled. Art will update leadership.

Recommendation is TxSET is instructor led only - WebEx will not be effective during interactive section unless video is present. There was discussion of videoing the training for future use.

**Review of RMTTF landing page on ERCOT.com**

Task force reviewed landing page and approve as is. ACTION: Sheri will inform ERCOT the landing page requires no edits.

**Review of refreshed Day to Day on line module**

Refreshed and reskinned version was reviewed. TF could not hear any audio. Art assured this was refreshed with the better quality audio. Only revisions were the blank slide on the Market Rule section slide 3 of 6. Art will have these corrections made and post revised version to LMS.

**Proposed Agenda for June 7th**

1. Discuss May 1-2 feedback
2. LMS stats
3. Review ERCOT assembled slides for TxSET Training
4. Review schedule/plan for TxSET training