## RMTTF

Thursday, June 7, 2018

9:30 AM

ERCOT Met Center, Austin

Sheri Wiegand, co-Chair opened the meeting.

Antitrust admin was read, agenda was reviewed.

Attending:

In Person

* Kathy Scott Centerpoint
* Sheri Wiegand TXU
* Kaci Jacobs TXU
* Art Deller ERCOT
* Jim Lee AEP
* Carolyn Reed CNP
* Doug Fohn ERCOT

Calling in:

* Diana Rehfeldt TNMP
* Dave Michelson ERCOT
* Ted Hailu ERCOT

**Minutes from the last meeting** were approved with notes on ACTION items.

* 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
* ACTION: Sheri will inform ERCOT the landing page requires no edits.
* Art reported they were unable to replicate inability to cancel registration the day prior to the class and this was likely a one-off since others were able to cancel

**Discussion of WebEx only class some time for 2018**

* due to ERCOT resources and SME availability, there will be no additional WebEx only training for the remainder of 2018
* this item will be considered for training plans for 2019

**ERCOT branding on presentations**

* Doug Fohn with ERCOT Legal spoke regarding the ERCOT logo depicted on presentations by non-ERCOT employees. As a matter of best practices and liability reasons, any presentations with the ERCOT logo should not be created nor presented by non-ERCOT employees
* Doug described ERCOT’s new policy and indicated any *current* RMTTF training materials will *not* need to be “re-branded” or stripped of the ERCOT logo. However, on a go-forward basis (applying to TxSET class), if market SMEs will be presenting, the ERCOT logo should not be portrayed
* Stakeholder groups (working groups and task forces) should also refrain from using the ERCOT logo on any presentations including updates to subcommittees. ERCOT will determine if this message should be shared with the broader stakeholder groups

**Survey results for May 1st & 2nd ERCOT Retail and MT/IAG Training**

* 7 responses were received for Retail 101 – very similar to other feedback received – enjoyed multiple presenters, open dialogue, etc.
* 20 responses received for MT/IAG training – participants also found SME presentations and insight valuable
  + - Suggestion is for LMS to generate an email upon registration encouraging participant to review the MT – General Overview WBT prior to the ILT if they are new to MTs
    - Presenters to mingle with participants on breaks to make them feel comfortable and gauge effectiveness of training in meeting expectations

**LMS Stats**

57 YTD with 34 completed

819 all time with 604 completed

**TxSET Development – Overall Outline**

Attached is the edited document on the course outline from today’s meeting.

The edited slides from the TXUE TxSET Interactive section will be posted to the next meeting page (too large of a file)



Screenshot Scenarios for the MIS application of the training…

TXUE will work with ERCOT (possibly Dave Michelson) to obtain the following…

* MVI w/ permit required
* MVO w/ date change and cancel
* MVO with CSA
* SWI w/ future dated MVO

**SCHEDULE**

TXUE to have screen shots to Art by July 12th

Final deck will need to be completed by September 6th

***NEXT RMTTF meeting will be Wednesday, July 11th (day after RMS) and if needed, Thursday, July 12th***

Plan is to “run through” presentation of interactive portion of training to determine duration and adjust as needed.

Slides will be modified for final review at August RMTTF meeting.