Market Interface Service Provider (MISP) Workshop Meeting Notes

July 10, 2018

1. Overview
2. ERCOT Staff conducted a discussion on the following topics.

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	+ MISP Outage Overview
	+ Identified Actions
	+ Next Steps
		- ERCOT stated they are evaluating each area of concern within the appropriate departments (e. g. legal issues within the legal department).
1. Retail Lessons Learned

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	+ Communications Roles & Responsibilities
	+ Maintaining Business Continuity During Event
	+ Business Process Impacts
	+ Billing and Payment Issues
	+ Changes to Retail Market Guide / Other OBDs?
1. Other Business / Next Steps
	* The workshop attendees agreed to assign further analysis to Texas Data Transport and MarkeTrak Systems (TDTMS) and Texas SET to determine what changes need to be made to the various market guides.
		+ The communications guide will need to be updated to identify the responsibilities of the affected parties to notice the market immediately.
		+ The Testing Worksheets should be updated to include more contact information in case of another incident occurring where the email and phones were affected as well.
		+ Texas SET and TDTMS will review the Retail Market Guide Section 7.10, Emergency Operating Procedures for Extended Unplanned System Outages to determine language that is needed.
	* TDTMS / TX SET Action Items
		+ Draft market communications processes/requirements for extended unplanned outages  - language should highlight the responsibility of CR or MISP acting on behalf of CR (RMGRR)
		+ Add a MISP definition in RMG (RMGRR)
		+ Look at whether the established/non-established designation need to be removed for MISPs in the TMTP (possible revision request)
		+ Revisit testing worksheet – update required contact information and discuss schedule for required updates
		+ Codify impacted processes for extended unplanned outages in 7.10 and add language regarding post start reconciliation processes (RMGRR)