## RMTTF

Thursday, August 30th

ERCOT Met Center, Austin

Debbie McKeever, co-Chair opened the meeting reading the Anti-trust Admonition

Agenda was reviewed.

Attending:

In Person

* Debbie McKeever Oncor
* Tomas Fernandez NRG
* Kathy Scott Centerpoint
* Sheri Wiegand TXU
* Art Deller ERCOT
* Jim Lee AEP
* Carolyn Reed CNP

Calling in:

* Diana Rehfeldt TNMP
* Monica Jones NRG
* Kathryn Thurman ERCOT

**Minutes from the last meeting** were approved.

**LMS Stats**

49 of 95 completed YTD

619 of 856 completed All-time

**TAC Sub-Committee Restructuring Questions**

ACTION: Deb will send responses to questions received by leadership to Stakeholder Services

* Review of Scope – Is the Scope still valid and is the subcommittee/working group/task force still performing these functions; Does the scope need to be revised? **NO**
* Review Open Action Items list – Is the subcommittee/working group/task force discussing open issues, ongoing issues, etc. **YES**
* How often does the subcommittee/working group/task force meet and how long are their meetings?  **MONTHLY, Meetings run 9:30 a m to 3:30 p m, with 30 min lunch and meetings run sometimes longer.** Are meetings well attended?  **YES**
* Does the subcommittee/working group/task force have a similar scope with another subcommittee/working group/task force – if so, can the groups be consolidated? **NO**
* If applicable, review subcommittee/working group/task force procedures. (voting, process, etc.) **N/A**
* Is the subcommittee/working group/task force still necessary? **YES**

For Subcommittees/Working Groups and Task Forces:

Percentage/Number of meetings that are WebEx only  **Zero**

Percentage/Number of meetings that are cancelled – **One per year on average**

**September Training – Houston – September 25th & 26th**

Registration to date:

* Retail 101 – 51 of 60 seats
* TX SET – 60 of 60 seats – SOLD OUT!!!

ACTION: Follow up market notice to RMS, RMTTF, TXSET, TDTMS listserves on September 4th

 Piggy backing off ERCOT notice

 Include summary of training from RMS presi

 Provide hotel information

 Registration deadline of 21st

 **Reminder to cancel if unable to attend**

 Only ILT, no WebEx

Presenters for Retail 101 will be the same as last time from ERCOT – Lisa, Eileen, and Sarah

Reviewed LOGISTICS for training…

Printing the presentation for TX SET:

10 extra books printed for TX SET training

5 extra books for the Retail 101 training

Tomas – index cards, laminated transaction flow

Kathy – candy, name tags, markers

Sheri – laminated cards of transaction inventory

Art – color slides for Retail 101:

* Relationship room
* AMS data flow
* TX SET answer sheet (dots)

 Color slides/handouts for TX SET:

* swimlanes as handout (not included in deck)
* handout for TX SET Transaction Inventory card (2 sheets)
	+ answers to CP questions and transaction flows

**TX SET Training Development**

Most edits were performed during the meeting.

ACTION: Sheri is to create three additional slides for discussion of the Transaction Inventory card. The three slides are proposed as follows:

1. 650\_01 Service orders
2. MVI vs SWI
3. Transactions initiating business process instance

The WG will decide if they may be included once they review.

Art will provide all edits to the full TX SET presentation and will be posted to the next meeting page (too large of a file to embed)

Some notes on edits…

* + Slide 89 – changing code to 814\_20 EDI
	+ Slide 101 – after this slide, add slide showing all training available (that aligns with training recommendations on ercot.com)

**FUTURE TRAINING - 2019**

WebEx RETAIL 101 Training was suggested for January/February in Austin or at ERCOT’s Taylor facility.

**SCHEDULE**

9/5 – WebEx call (Tomas to set up) to review Sheri’s 3 additional slides and other revisions

9/12 – FINAL FINAL TXSET deck will be available for presenters

9/18 – dry run presentation (Tuesday before TXSET and TDTMS) – suggesting 9:30 AM start

Week of 9/17 – 21st – TXSET deck goes to print

9/26 – TXSET training class

***NEXT RMTTF meeting will be Thursday, October 4th***

* Review feedback on TXSET deck
* Suggest revisions to presentation

**Future Meetings**

November 1st and December 6th RMTTF meetings in Austin will be cancelled and combined to meet on **Tuesday, November 13th** in **Houston** (prior to CNP workshop). Kathy Scott to secure room. Debbie to notify Client Services.