RMTTF MEETING

THURSDAY, August 8, 2019

ERCOT MET CENTER, ROOM 168

TOMAS FACILIATED THE MEETING AND READ THE ANTITRUST STATEMENT.

AGENDA WAS REVIEWED.

ATTENDING IN PERSON UNLESS NOTED OTHERWISE:

ART DELLER ERCOT

KATHY SCOTT CENTERPOINT

TOMAS FERNANDEZ NRG

SHERI WIEGAND TXU

JIM LEE AEP

DIANA REHFELDT TNMP – ATTENTING VIA PHONE

BRITTANY ALBRACHT ERCOT - ATTENDING VIA PHONE

ONLINE MODULE STATISTICS:

YEAR TO DATE MARKETRAK 30 IN PROGRESS

 74 COMPLETE

 104 TOTAL

MARKETRAK ALL TIME 286 IN PROGRESS

 713 COMPLETE

 999 TOTAL

RETAIL 101 133 IN PROGRESS

 42 COMPLETE

 175 TOTAL

RETAIL TOTAL ALL TIME 507 IN PROGRESS

192 COMPLETE

699 TOTAL

REGISTRATION Numbers for UPCOMING INSTRUCTOR LED TRAINING

4 ON WAIT LIST FOR RETAIL 101 AND 2 ON WAIT LIST FOR TX SET

Art to provide the list to Kathy ahead of time in order for Centerpoint security to set attendees up in advance.

Sheri to send out an email update reminder and include wifi is not available for training in Houston on 9/10 and on 8/22 send a reminder indicating ERCOT Foundations and Market Participants on line class is strongly encouraged.

INSTRUCTOR LED PRESENTATION CHANGES

RETAIL 101:

Training at Centerpoint so Kathy will open and provide welcome, logistics.

Lisa will start the presentation

Slide 8 will have a picture for each circle instead of “weebles”. This will explain the acronyms for MPs involved in retail processing.

Note! Sheri to include that those attending to please take ERCOT Foundations -

Timeline for notices:

On August 22 ERCOT will send a reminder for the training.

On September 12 and include:

* Wifi unavailable
* cancel if plans change
* Prerequisite online modules include:
* ERCOT Foundation
* Market Participant Relationships
	+ Sheri to note that each of these take about 40 minutes to complete
	+ Sheri to note about parking – Hyatt connected to the CNP building

Art to work with Matt on additional changes and maybe include more animation.

Individual slide changes were made during the meeting. Exceptions are noted below per slide.

Slide 40 - Art to think more about text on the slide

Slide 44 – two different photos for the two CRs is needed

Slide 45 – this is new – we will be splitting up the entire group of attendees into 5 different groups

Slide 60 – Add/change text description on box 2 and 3 be clear and descriptive

Slide 75 – Change scenario slides to be in alignment with an Inadvertent Gain

Art to consider Jeopardy as the final item.

Paper surveys will be provided during the training session.

TX SET:

Kathy to provide the welcome.

TX SET SLIDE CHANGES:

For TX SET Group activity;

Instead of two scenarios, make it one scenario and change it to state “part 1,2,3”. This is for Slides 112 and 114 and then slide 116 will have the answers to part 3.

* ERCOT to print two sets of the scenario. Attendees will work on one and the other will be handed out at the end of the class.

TX SET Working group section will be moved again – was not moved to the correct place.

 Add a slide for the TX SET Transaction Timing matrix - between 26 and 27

 Note that the entire training matrix is in the appendix.

MARKETRAK – IAG/IAL INSTRUCTOR LED MODULE PPT:

List of sections and presenters on RMTTF meeting page for August meeting and July meeting.

Marketrak Modules included in instructor led training – all complete through module 5 – no changes

Slide 43 – change “should” to “must or shall”

Switch Hold Removal – corrected

DEVs - DEVs no longer highly used – slim down module

Module 6 – Bulk Inserts – Sheri to clean up/redesigned and include the “tips and tricks”

IAG Module – Tomas will review that and make changes

Deb to send out notice about an additional RMTTF meeting on August 20, 2019 – meeting ONLY for working on IAG/Marketrak instructor led presentation.

2020 Training Schedule: DRAFT

Retail 101 will be held 3 times in 2020 approximately 1 month prior to TX SET and IAG/Marketrak which will be paired together.

Note this is different from what has been occurring which is 2 days of training with Retail 101 the first day and TX SET the second day.

May not need a full month between Retail 101 and the 2 days for Inadvertent/Marketrak but want long enough for a break.

Kathy to be primary coordinator for Houston training at Centerpoint

Debbie to be primary coordinator for Dallas training at Oncor.

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| --- | --- | --- | --- |
| MONTH | LOCATION | TRAINING  | COMMENTS |
| JANUARY  | AUSTIN | RETAIL 101 | ART TO CHECK AVAILABILITY AT THE MET CENTER |
| FEBRUARY | AUSTIN | TX SET | DEB AND KATHY TO FIND LOCATION  |
| FEBRUARY  | AUSTIN | INADVERTENT/MARKETRAK | DEB AND KATHY TO FIND LOCATION |
| APRIL | DALLAS | RETAIL 101 | HOSTED BY ONCOR |
| MAY 6 | DALLAS | TX SET | HOSTED BY ONCOR  |
| MAY 7 | DALLAS | MARKETRAK/INADVERTENT | HOSTED BY ONCOR |
| AUGUST | HOUSTON | RETAIL 101 | HOSTED BY CENTERPOINT |
| SEPTEMBER 23 | HOUSTON | TX SET | HOSTED BY CENTERPOINT |
| SEPTEMBER 24 | HOUSTON | MARKETRAK/INADVERTENT | HOSTED BY CENTERPOINT |

Deb to let everyone know about availability of the met center for RMTTF meeting on August 20th to work on Inadvertent-Marketrak

Meeting adjourned at 2:40 PM