**DRAFT  
Minutes of the Retail Market Subcommittee (RMS) Meeting**

**ERCOT Austin – 7620 Metro Center Drive – Austin, Texas 78744**

**Tuesday, November 5, 2019 – 9:30 a.m.**

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| Attendance |  |  |
| *Members:* |  |  |
| Blakey, Eric | Just Energy |  |
| Brewster, Chris | City of Eastland |  |
| Bunch, Kevin | EDF Energy | Alt. Rep. for Nancy Holly |
| Claiborn-Pinto, Shawnee | OPUC |  |
| Coleman, Diana | CPS Energy | Alt. Rep. for Wayne Cal1ender |
| Crabb, Timothy | City of College Station |  |
| Heimer, Robert | Austin Energy |  |
| Lee, Jim | AEP Service Corporation |  |
| Levine, Norm | Direct Energy |  |
| McKeever, Debbie | Oncor | Via Teleconference |
| Moschos, John | Tenaska Power Services |  |
| Patrick, Kyle | Reliant Energy Retail Services |  |
| Powell, Christian | Pedernales Electric Cooperative |  |
| Rehfeldt, Diana | TNMP |  |
| Rowley, Chris | Oncor | Alt. Rep. for Debbie McKeever |
| Sandidge, Clint | Calpine Corporation |  |
| Scott, Kathy | CenterPoint Energy |  |
| Wiegand, Sheri | Luminant Generation | Alt. Rep. for John Schatz |
| Wilson, Frank | Nueces Electric Cooperative | Via Teleconference |

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| *Guests:* |  |  |
| Ainspan, Malcolm | NRG | Via Teleconference |
| Belin, Deb | MarketWise | Via Teleconference |
| Benson, Mariah | PUCT | Via Teleconference |
| Black Huynn, Emily | EDF Energy |  |
| Carson, Michael | Engie | Via Teleconference |
| Crouch, Cliff | PUCT | Via Teleconference |
| Fernandez, Tomas | NRG |  |
| Hansen, Matt | Gexa Energy | Via Teleconference |
| Loewen, Robin | Pogo Energy | Via Teleconference |
| Kee, David | CPS Energy |  |
| Pak, Sam | Oncor |  |
| Piler, Steve | TXU Energy |  |
| Rochelle, Jennifer | Customized Energy Solutions | Via Teleconference |
| Singer, Chad | Trane | Via Teleconference |
| Wall, Kim | Hansen Technologies | Via Teleconference |
| Weidman, Noah | Direct Energy | Via Teleconference |
| White, Cevera | CenterPoint Energy | Via Teleconference |
| Wilson, Stephen | TXU Energy |  |

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| *ERCOT Staff:* |  |  |
| Albracht, Brittney |  | Via Teleconference |
| Angele, Leo |  |  |
| Boswell, Bill |  | Via Teleconference |
| Brink, Kelly |  |  |
| Clifton, Suzy |  |  |
| Cox, Cathy |  |  |
| Hailu, Ted |  |  |
| Hilliard, Marie |  | Via Teleconference |
| Jandhyala, Saritha |  |  |
| Michelsen, Dave |  |  |
| Roberts, Randy |  | Via Teleconference |
| Troublefield, Jordan |  |  |

*Unless otherwise indicated, all Market Segments were present for a vote.*

Jim Lee called the November 5, 2019 RMS meeting to order at 9:30 a.m.

Antitrust Admonition

Mr. Lee directed attention to the ERCOT Antitrust Admonition, which was displayed.

Agenda Review

Mr. Lee reviewed items scheduled for a vote and noted changes to the order items would be taken up.

Approval of RMS Meeting Minutes (see Key Documents)[[1]](#footnote-2)

*September 10, 2019*

Market Participants offered administrative clarifications to the September 10, 2019 RMS minutes.

**Kathy Scott moved to approve the September 10, 2019 RMS minutes as revised by RMS. Shawnee Claiborn-Pinto seconded the motion. The motion carried with one abstention from the Municipal Market Segment (CPS Energy).**

Technical Advisory Committee (TAC) Update

Mr. Lee reviewed the disposition of items considered at the September 25 and October 23, 2019 TAC meetings.

New Protocol Revision Subcommittee (PRS) Referrals

*There were no new Revision Requests referred from PRS.*

Revision Requests Tabled at PRS, Referred to RMS

*Nodal Protocol Revision Request (NPRR) 933, Reporting of Demand Response by Retail Electric Providers and Non-Opt-In Entities*

*NPRR946, Allow TDSPs to Use 814\_28, Complete Un-executable Transactions for 814\_03 Switch Transactions Involved In A Mass Transition Event*

RMS took no action on these items.

Review of RMS Revision Request Language & Impact Analyses

*Language Review*

*There were no RMS Revision Requests for Review.*

*Impact Analyses*

*Retail Market Guide Revision Request (RMGRR) 162, Revisions to Safety-Net Process*

Market Participants offered administrative clarifications to RMGRR162.

**Ms. Scott moved to endorse and forward to TAC the 9/10/19 RMS Report as revised by RMS and the Impact Analysis for RMGRR162. Diana Rehfeldt seconded the motion. The motion carried unanimously.**

Revision Requests Tabled at RMS

*There were no RMS Revision Requests tabled at RMS.*

ERCOT Updates (see Key Documents)

*2020 Retail SLA*

Leo Angele summarized the 2020 Retail Market IT Services Service Level Agreement (SLA).

**Kyle Patrick moved to endorse the 2020 Retail Market IT Services SLA as presented. Sheri Wiegand seconded the motion. The motion carried unanimously.**

*IT Report*

Mr. Angele reported on service availability, incidents and maintenance occurring in September and October 2019, and summarized MarkeTrak Performance for October 2019.

*Flight Update*

Dave Michelsen summarized Flight 1019 details.

*Retail Projects Update*

Saritha Jandhyala provided an update on 2019 and 2020 retail projects.

Texas Standard Electronic Transaction (Texas SET) Working Group (see Key Documents)

*2020 Flight Schedule*

Ms. Rehfeldt reviewed recent Texas SET Working Group activities, including the 2020 Flight Schedule.

**Mr. Patrick moved to approve the 2020 Flight Schedule as submitted. Ms. Wiegand seconded the motion. The motion carried unanimously.**

Texas Data Transport and MarkeTrak Systems (TDTMS) Working Group (see Key Documents)

Mr. Patrick reviewed recent TDTMS activities.

Retail Market Training Task Force (RMTTF) (see Key Documents)

Tomas Fernandez summarized 2019 Retail Training modules completed, noted participation numbers, and presented the 2020 Retail Training modules and dates.

Other Business (see Key Documents)

*Oncor/AEP Texas Mission-McAllen ESIID Transition Update*

Mr. Lee provided an update on the Oncor and AEP Texas Mission-McAllen ESIID transition.

*CNP System Change Update*

Ms. Scott summarized the CenterPoint Energy Customer Information System (CIS) Conversion Project migration timeline, processes and communication plan for January 2020. Market Participants discussed the tentative February and March 2020 release schedule and requested CenterPoint communicate the confirmed schedule in advance to reduce transaction rescheduling.

*2020 ERCOT Membership/Segment Representative Elections*

ERCOT Staff reminded Market Participants that the membership date of record is Friday, November 8, 2019 and stated that 2020 Segment Representative Elections would begin on Monday, November 11, 2019.

*Review of Open Action Items*

Market Participants reviewed the Open Action Items.

*Review of PUCT Open Project Items*

RMS reviewed the PUCT Open Project Items list.

*No Report*

* Profiling Working Group (PWG)

*Upcoming Events*

Market Participants noted the following:

* AEP Competitive Retailer (CR) Workshop

November 5 and November 6, 2019

Corpus Christi, TX

Adjournment

Mr. Lee adjourned the November 5, 2019 RMS meeting at 11:00 a.m.

1. Key Documents referenced in these minutes may be accessed on the ERCOT website at:

   http://www.ercot.com/calendar/2019/11/5/165160-RMS [↑](#footnote-ref-2)