RMTTF MEETING

Thursday, February 6, 2020

9:30 AM

ERCOT MET CENTER

ROOM 102

MEETING NOTES

DEBBIE OPENED THE MEETING AND THE ANTITRUST ADMONISTION WAS READ FOLLOWED BY REVIEW OF THE AGENDA AND INTRODUCTIONS. DEBBIE WILL TAKE THE NOTES TODAY.

**ATTENDING**:

IN PERSON:

* TOMAS FERNANDEZ NRG
* KATHY SCOTT CENTERPOINT
* ART DELLER ERCOT
* JUSTIN TROUBLEFIELD ERCOT
* DEBBIE MCKEEVER ONCOR

VIA WEB-EX:

* DIANA REHFELDT TNMP
* SHERI WIEGAND TXU
* JIM LEE AEP
* ERIC BLAKEY JUST ENERGY

**MEETING NOTES FROM LAST MEETING**

NONE OF THE CO-CHAIRS NOR ANYONE ELSE RECEIVED ANY REQUESTS FOR CHANGES TO THE NOTES SO THE NOTES ARE CONSIDERED FINAL. POSTING OF MEETING NOTES FOR TODAY SHOULD BE SENT IN ASAP SINCE ASSIGNMENTS WILL BE INCLUDED AND THE MEETING IS TAKING PLACE MORE THAN A WEEK EARLIER.

**ERCOT LMS STATS**

ART PROVIDED THE LMS STATS FOR THE ONLINE MODULES WHICH INCLUDED:

MARKETRAK-YEAR TO DATE FOR 2020:

2 IN PROGRESS

0 COMPLETED

2 TOTAL

MARKETRAK-ALL TIME:

303 IN PROGRESS

719 COMPLETE

1022 TOTAL – NO CHANGE FROM LAST MONTH

RETAIL 101-YEAR TO DATE FOR 2020:

20 IN PROGRESS

5 COMPLETE

25 TOTAL

RETAIL 101-ALL TIME

603 IN PROGRESS

250 COMPLETE

853 TOTAL

SHERI HAS BEEN PROVIDING AN EMAIL REMINDER TO FURTHER PROVIDE INFO FOR UPCOMING RETAIL TRAINING CLASSES. SHE WILL SEND ANOTHER ONE MOST LIKELY ON TUESDAY, FEBRUARY 11. THIS SHOULD HELP REMIND PEOPLE TO SIGN UP IN ADVANCE AND HAS BEEN SUCCESSFUL. MANY WAIT UNTIL THE LAST MINUTE OR DON’T REGISTER WHICH CAN BE AN ISSUE FOR THE SEATING, LUNCH COUNT AND THE NUMBER OF TRAINING BOOKS NEEDED.

**LIST OF 2020 UPCOMING TRAINING CLASSES**

THE 2020 LIST OF UPCOMING TRAINING CLASSES WAS REVIEWED.

The ART PROVIDED THE REGISTERED NUMBERS OF PARTICIPANTS FOR UPCOMING TRAINING WHICH INCLUDED:

MARCH 4TH TX SET CLASS 4 REGISTERED

MARCH 5TH MARKETRAK/INADVERTENT GAIN CLASS 5 REGISTERED

APRIL 02 RETAIL 101 CLASS 14 REGISTERED

MAY 6TH TX SET CLASS 10 REGISTERED

MAY 7TH MARKETRAK/INADVERTENT GAIN CLASS 6 REGISTERED

ART NOTED THAT FOR THE APRIL 2ND RETAIL 101 TRAINING IN DALLAS, HE MAY NOT BE CHECKING INTERNALLY BUT COULD BE LISA SUMRULD LEADING AND HE IS THIKING OF INCLUDING LARRY. LARRY WOULD BE NEW TO TRAINING AND IS INTERESTEDIN GETTING INVOLVED IN PRESENTING.

ART CHECKED TO SEE WHICH TYPE MARKET PARTICIPANT COMPANIES ARE WAS SIGNED UP FOR SSES AND ALSO FOR THE APRIL CLASS. FOR THE JANUARY 14TH CLASS THERE WAS A GOOD MIX OF MARKET PARTICIPANT TYPES WITH REPS LEADING. IT WAS NOTED IT WOULD BE GREAT IF STAFF COULD ATTEND.

**Assignments for March TX SET and MARKETRAK/IAG Training**

Clicker Kathy will be bringing the clicker

Laptop adaptor Tomas will bring the adaptor

Laptop Kathy will let us use her laptop

Candy for tables Kathy to bring candy for the tables

Large candy bar prizes Debbie will bring and get to Jim

Flow laminated cards Tomas

Dry erase markers Tomas

Laminated dot cards for groups Tomas

Laminated large TX SET transaction cards Sheri

Training Presentation Books Art to get to the Met or to Jim

Printed Surveys Art to get to the Met or to Jim

Answers for the flows, swim lanes and transaction sheet Art

Large items for training Kathy to bring

**JANUARY 14 RETAIL 101 TRAINING SURVEYS**

Art provided the update for the surveys and said 15 surveys were completed

All comments extremely positive – no negative comments at all. Comments were included on 14 of the 15 surveys.

One comment was to have more movement and participation.

The “red bucket” for the question cards was found to be helpful. Suggest placing the bucket by back of the room so people can put in the cards with their questions might be easier since they will walk by the bucket throughout the day for breaks.

The prerequisites are not being taken by the majority of attendees. Art is going to try to increase that by making sure the prerequisites will be listed 3 times; when they browse, sign up, and in the emails. Was noted that it would be very helpful.

**TX SET PRESENTATION**

One change was made. Slide 92 – changed 7A and 7B.

Kathy sending the ppt slide to Tomas. Tomas posting to today’s meeting page.

**MARKETRAK – IAG PRESENTATION**

Added stats to the MarkeTrak slides and the front part Add graphic for the 4 hour max for processing – done during meeting.

Tomas will ask ERCOT to post the updated ppt to today’s meeting page.

Both presentations will be available to Art for printing.

The presentation that contains the info for the CBCI file is on the meeting page for September 11, 2018 RMS meeting.

**MEETING CALENDAR FOR 2020**

Another change to a meeting date was made. There will not be a March meeting. There will be two February meetings. The next RMTTF meeting will be February 25th at ERCOT.

**MASS TRANSITION – PRESENTATION FOR TRAINING MODULE**

Several changes were made. Tomas made all revisions during the meeting.

Art has the final versions and they will be posted to today’s meeting page.

**2020 WORKSHOP FOR THE MASS TRANSITION DRILL**

Jim’s Mass Transition presentation that was used last year will be posted to today’s RMTTF meeting page. We can use the slides as needed for the development of the online module.

Jim noted that the Mass trans workshop will be held after March RMS meeting and will be just like last years.

POLR RULE IS 25.43

**NEXT RMTTF MEETING**

All in attendance were reminded the next meeting will be held Tuesday, February 25 at ERCOT. Sheri will be leading the next meeting. The meeting will need to be a full day due to the work needed for Mass Transition online module.

Even though there are two RMTTF meetings before the next RMS meeting, Tomas will be providing the RMTTF update to RMS at the March 3rd meeting and note that the online Mass Trans module is still in development but the presentation can be available for help to those that need it for the drill. .

No comments or questions were asked.

RMTTF meeting adjourned at 12:40 PM.