RMTTF Meeting

Friday, May 08, 2020

9:00 AM

Meeting held via webex only

Meeting Notes

Sheri opened the meeting and read the Antitrust Statement and disclaimer.

Reviewed the agenda and asked if anything needed to be added.

No one responded with requested changes so no changes were made.

Sheri did note that she wanted to make some changes to the Mass Transition ppt slides and make sure to include the items from the “Mass Transition Drill Lessons Learned” that were stated by Dave Michelson at the RMS meeting.

Those were primarily items that included work for ERCOT related to communications with the POLRs and also clearing out the testing environment and verifying that the environment was indeed clear of old data before lading it for next year’s drill.

These changes should eliminate some of the issues experienced during the Mass Transition Drill that took place this year.

Introductions for those attending today’s RMTTF meeting:

SHERI WIEGAND TXU

TOMAS FERNANDEZ NRG

KATHY SCOTT CENTERPOINT

JIM LEE AEP

ART DELLER ERCOT

JORDAN TROUBLEFIELD ERCOT

DORA CRUZ-MARTINEZ ONCOR

MELENDA MEAZLE ONCOR

DIANA REHFELDT TNMP

ERIC BLAKEY JUST ENERGY

EMILY BLACK HUYNH EDF

DEBBIE MCKEEVER ONCOR

Art provided the ERCOT LMS metrics for the Retail online modules:

Retail 101 Year to Date

69 in progress

42 complete

111 total

Retail 101 all time

651 in progress

287 complete

938 total

Marketrak year to date

17 in progress

54 complete

71 total

Marketrak all time

318 in progress

773 complete

1091 total

Surveys from Retail 101 training class

Art also went through the surveys from the online Retail 101 class held on April 2nd.

5 surveys were returned and all were very favorable. One suggestion was provided that stated more checkpoint questions should be added to ensure content was understood.

Art said that 30 attended the webex training.

Debbie served as the TDSP SME and Sheri served as the CR SME. Art thanked both for their participation.

Tomas suggested that an email be sent out letting folks know that the online training for MarkeTrak and Retail 101 can be taken anytime.

Action Item

Sheri to send out a notice reminding people that the online training is available for retail 101 and also the Marketrak modules.

Art said that ERCOT is going through the training and adding a lot of classes are being added for webex training. This will need to continue until instructor led classes can resume.

Retail class schedule for 2020.

Document was posted to the February RMTTF meeting page.

Sheri asked if the schedule for the remainder of retail training should be scrapped for 2020 or if there is something else that can be done.

Art said that ERCOT will provide an update on the 15th noting their status for face to face meetings and classes but it is likely that the current proposal will be extended and face to face will not resume.

Those attending RMTTF today agreed that June training should be postponed or cancelled.

Kathy will talk to the HGI and cancel June and not reschedule if there is no penalty for breaking the contract. If there is a penalty then she will suggest the training take place in the fall. This would be for the 2 days of Marketrak-IAG and TX SET.

Jim Lee noted that it is likely that AEP will cancel their REP workshop for 2020 so the days following the October and November RMS meetings, those are probably available if RMTTF wants to tag training onto the week of RMS.

Kathy said it is possible to scrap the schedule but it’s not known if training will be able to take place at the company buildings. Art said that ERCOT is taking a very conservative approach on allowing meetings and training for face to face and it may be more conservative than other companies.

Dallas or Austin training could be added to the schedule for the Fall for October or November.

Art said that August 6 Retail 101 can be changed to webex but that decision will be made later.

RMTTF will keep the schedule on the monthly agendas and review and update as possible.

**RMTTF Meeting Schedule**

June 4th

July 9th

August 7th

September 5

Sheri asked if we should keep our next meeting.

RMTTF agreed we should plan to meet on June 4.

Sheri also noted she would be out for the July 9th meeting.

**Review of Mass Transition slides for online module**

Art said that ERCOT will determine who will be supporting the work for the module. In the past the technical work was done by Matt Tschetter with ERCOT.

Each slide was reviewed. Details for changes are noted below.

Art said it is really more important to get the script correct for development purposes and not necessarily the slides.

Slide 1 no change

Slide 2 no change

Slide 3 no change

Swap slides 3 and 4

Maybe on end of slide 3 add couple sentences about the annual mandatory drill

Slide 4 Possibly revise the script if there is a way that lessens verbal but doesn’t lessen the information.

Add verbal stating “ERCOT processes an allocation of ESI ids to POLRs according to PUCT 25.483.

Maybe add slide and include LSEs and VREPs and add a Pop up for all 4 customer classes.

Slide 5 no change

Slide 6 – 4, b = add that the CBCI file is sent via NAESB

add text/verbal that only the contacts that each MP provided to ERCOT via the NCI form will be receiving the information for Mass Transitions.

Slide 7 no change

Slide 8 no change

Slide 9 Add that contacts provided via the NCI (Notice of Change of Information) include:

AR (Authorized Representative)

BAR (Back Up Authorized Representative)

TAB (Transition/Acquisition Business)

TAR (Transition/Acquisition Regulatory)

TAT (Transition/Acquisition Technical)

We need to make sure the slide/verbal needs to emphasize that only those contacts registered with ERCOT will be receiving the notices and information throughout the mass transition.

Note: exact language from NCI form.

* **Transition/Acquisition (“TA”)** – Requirement for Competitive Retailers (CRs) and Transmission and/or Distribution Service Providers (TDSPs). Responsible for coordinating Mass TA events between ERCOT, TDSPs and CRs. The CR may be a Provider of Last Resort (POLR), Designated CR, Gaining CR or Losing CR. Includes TA Business (“TAB”), TA Regulatory (“TAR”) and TA Technical (“TAT”). List one contact per TA. *(LSEs, TSPs, DSPs)*

Slide 10 no change

Slide 11 no change

Slide 12 no change

Slide 13 finish sentence at the end…

Slide 14 slide must be changed to match the swim lane. Script must also match the swim lane

Sheri to add two new checkpoint questions.

Kathy will notify Deb and Jim about the discussion with the HGI.

Tomas will be leading the next meeting.

Meeting adjourned at 11:36 AM.