**APPROVED**

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

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

**Tuesday, February 4, 2020 – 9:30 a.m.**

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| Attendance |  |  |
| *Members:*  |  |  |
| Black-Huynh, Emily | EDF Trading North America |  |
| Blakey, Eric | Just Energy |  |
| Brewster, Chris | City of Eastland |  |
| Claiborn-Pinto, Shawnee | OPUC | Via Teleconference |
| Coleman, Diana | CPS Energy | Alt. Rep. for Wayne Callender |
| Crabb, Timothy | City of College Station |  |
| Heimer, Robert | Austin Energy |  |
| Hermes, Connie | South Texas Electric Cooperative | Via Teleconference |
| Khan, Amir | Chariot Energy |  |
| Kueker, Daniel | Brazos Electric Cooperative | Via Teleconference |
| Lee, Jim | AEP Service Corporation |  |
| McKeever, Debbie | Oncor |  |
| Patrick, Kyle | Reliant Energy Retail Services |  |
| Powell, Christian | Pedernales Electric Cooperative |  |
| Rehfeldt, Diana | TNMP |  |
| Schatz, John | Luminant Generation |  |
| Scott, Kathy | CenterPoint Energy |  |
| Wilson, Frank | Nueces Electric Cooperative | Via Teleconference |

 The following proxies were assigned:

* Angela Ghormley to John Schatz

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| *Guests:* |  |  |
| Ainspan, Malcolm | NRG | Via Teleconference |
| Belin, Deb | MarketWise | Via Teleconference |
| Benson, Mariah | PUCT | Via Teleconference |
| Bunch, Kevin | EDF Trading North America | Via Teleconference |
| Cardenas, Rita | AEP | Via Teleconference |
| Compton, Dawn | Oncor |  |
| Couch, Andrea | TNMP |  |
| Crouch, Cliff | PUCT | Via Teleconference |
| Fails, Heather | Oncor |  |
| Gill, James | Direct Energy | Via Teleconference |
| Gross, Blake | AEP | Via Teleconference |
| Hansen, Matt | Gexa Energy | Via Teleconference |
| Krueger, Tyler | Big Data Energy | Via Teleconference |
| Miller, Darious | Gexa Energy | Via Teleconference |
| Pak, Sam | Oncor |  |
| Rochelle-Bradburn, Jennifer | Customized Energy Solutions | Via Teleconference |
| Rowley, Chris | Oncor |  |
| Sams, Bryan | Calpine | Via Teleconference |
| Singer, Chad | Trane | Via Teleconference |
| Trevino, Bonnie | AEP | Via Teleconference |
| Wall, Kim | Hansen Technologies | Via Teleconference |
| White, Cevera | CenterPoint Energy | Via Teleconference |
| Wiegand, Sheri | TXU Energy |  |

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| *ERCOT Staff:* |  |  |
| Boswell, Bill |  | Via Teleconference |
| Brink, Kelly |  |  |
| Clifton, Suzy |  |  |
| Hailu, Ted |  |  |
| Hale, Aubrey |  |  |
| Hull, Gibson |  | Via Teleconference |
| Jandhyala, Saritha |  |  |
| Lofton, Amy |  |  |
| Michelsen, Dave |  |  |
| Pagliai, Dave |  |  |
| Raish, Carl |  |  |
| Roberts, Randy |  | Via Teleconference |
| Ruane, Mark |  |  |
| Troublefield, Jordan |  |  |

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

Eric Blakey called the February 4, 2020 RMS meeting to order at 9:30 a.m.

Antitrust Admonition

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

Agenda Review

Mr. Blakey 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)

*January 7, 2020*

**John Schatz moved to approve the January 7, 2020 RMS as submitted. Christian Powell seconded the motion. The motion carried unanimously.**

Technical Advisory Committee (TAC) Update

Mr. Blakey reviewed the disposition of items considered at the January 29, 2020 TAC meeting.

Confirmation of 2020 RMS Working Group/Task Force Leadership (see Key Documents)

**Kathy Scott moved to confirm the 2020 RMS Working Group and Task Force Leadership as submitted. Amir Khan seconded the motion. The motion carried unanimously.**

2019 Goals/Accomplishments (see Key Documents)

Market Participants reviewed the 2019 RMS Goals and Accomplishments and offered clarifications.

2020 RMS Goals (see Key Documents)

Market Participants offered clarifications to the 2020 RMS Goals.

**Debbie McKeever moved to approve the 2020 RMS Goals as revised by RMS. Mr. Schatz seconded the motion. The motion carried unanimously.**

New Protocol Revision Subcommittee (PRS) Referrals

*There were no referrals made to RMS at the January 16, 2020 PRS Meeting.*

Revision Requests Tabled at PRS, Referred to RMS (see Key Documents)

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

Carl Raish summarized NPRR933, the 2/3/20 ERCOT comments and discussion from the January 24, 2020 Retail Electric Providers (REPs) and Non-Opt-In Entities (NOIEs) Update to NPRR933 Workshop. Market Participants noted the 7/9/19 Joint Commenters comments, expressed concern for ERCOT’s ability to complete the analysis on the revised submission timeline for inclusion in the summer assessment, and proposed consideration of memorializing the related technical specifications in an Other Binding Document. Market Participants requested additional time to review the issues. RMS took no action on this item.

ERCOT Updates (see Key Documents)

*IT Report*

Dave Michelsen reported on service availability, incidents and maintenance occurring in January 2020, and summarized MarkeTrak Performance for January 2020.

*Flight Update*

Mr. Michelsen reviewed the FlighTrak Schedule for upcoming Flight 0220.

*NAESB 1.2 TOS Update*

Mr. Michelsen summarized the security level standard upgrades and implementation of North American Energy Standards Board (NAESB) version 1.2 this year, noted the timeline is still being determined, and reviewed the communication process prior to ending support of NAESB version 1.0.

*Retail Projects Update*

Mr. Michelsen provided an update on 2020 retail projects.

*MIS/ERCOT.com Enhancements*

Amy Lofton and Aubrey Hale presented the Market Information System (MIS) and ERCOT.com enhancements, reviewed the timeline, and responded to questions and comments from Market Participants. Ms. Lofton and Mr. Hale encouraged Market Participants to attend the February 19, 2020 MIS and ERCOT.com User Workshop.

Texas SET Working Group (see Key Documents)

Kyle Patrick reviewed recent Texas SET Working Group activities, reviewed 2019 accomplishments, and presented 2020 Texas SET Working Group Goals.

*Mass Transition Testing Plan*

Mr. Patrick reviewed the Mass Transition testing plan and timeline. Mark Ruane and Mr. Michelsen responded to questions and comments from Market Participants regarding the scope of the testing plan. Market Participants requested ERCOT host a workshop on March 3, 2020 to review necessary test preparations.

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

Sheri Weigand reviewed TDTMS Working Group activities.

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

Ms. Weigand presented the 2020 Instructor-Led Retail Training modules and dates, reviewed 2019 accomplishments, and presented 2020 RMTTF Goals.

Other Business (see Key Documents)

*Discussion on Settlement Timeline and Payment Processing*

Mr. Ruane encouraged Market Participants to attend the February 19, 2020 Credit Work Group and Market Credit Working Group (MCWG) meeting to discuss modifications to the Settlement timeline and the February 28, 2020 Market Payment Processes Update Workshop.

*CNP System Change Update*

Ms. Scott summarized the CenterPoint Energy Customer Information System (CIS) Conversion Project migration revised timeline, processes and communication plan for February and March 2020, and responded to Market Participant questions and comments on the Release Schedule.

*CNP Cycle 6 Retract December Rebill issue*

Ms. Scott summarized a recent CenterPoint Energy billing issue and responded to Market Participant questions and comments on communication improvements.

*REPs and Utility Summer Prep Communication Workshop*

Mr. Blakey and Jim Lee encouraged Market Participants to attend the April 7, 2020 REP and Utility Summer Prep Communication Workshop.

*Review of Open Action Items*

RMS took no action on this item.

*Review of PUCT Open Project Items*

RMS took no action on this item.

*No Report*

* *Profiling Working Group (PWG)*

Adjournment

Mr. Blakey adjourned the February 4, 2020 RMS meeting at 12:37 p.m.

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

http://www.ercot.com/calendar/2020/2/4/189618-RMS [↑](#footnote-ref-2)