RMTTF

July 17, 2020

WebEx only

9:30 am

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Attendees:

Tomas Fernandez, NRG Eric Blakey, Just Energy

Kathy Scott, Centerpoint Jim Lee, AEP

Amber Hernandez, Oncor Diana Rehfeldt, TNMP

Sheri Wiegand, TXUE Ted Hailu, ERCOT

Debbie McKeever, Oncor Dora Cruz, Oncor

Jordan Troublefield, ERCOT

Art Deller, ERCOT

Debbie opened the meeting reading the Antitrust Admonition.

Minutes from 6/4/2020 were reviewed and approved.

**LMS Stats**

|  |  |  |  |
| --- | --- | --- | --- |
| **LMS Stats** | In Progress | Complete | Total |
| MT YTD | 23 | 54 | 77 |
| MT All Time | 324 | 773 | 1097 |
| Retail 101 YTD | 101 | 57 | 158 |
| Retail 101 All Time | 682 | 302 | 984 |

**Training Plan for 2020**

Currently only the following instructor led WebEx training is scheduled:

* Retail 101, Thursday, August 6th
* MT/IAG, Wednesday, August 12th

Retail 101:

* Panelists are Debbie, Kathy, Jim, and Sheri
* Bill or Lisa will be teaching
* Panelists should register for class
* Currently only 8 participants are registered
* Market notice will be circulated on 7/27 ACTION for Sheri

MT/IAG:

* ERCOT can accommodate all presenters
* Sheri is unable to participate in the 8/12 training and the following changes were made:
	+ Debbie to pick up Tomas’s introductory/general navigation sections
	+ Tomas to cover Sheri’s Missing Enrollment and Usage & Billing sections
	+ Tomas will also cover Sheri’s IAG reporting section
	+ Kathy will cover Bulk Insert, Additional D2D subtypes, and Other Issues
* See attached agenda



* Dry Run for ERCOT WebEx Training Room will be held 7/28 @10:00 am to review logistics of functionality – 30 minutes ACTION: Tomas to send out meeting invite.

**RMTTF Meetings 2020**

The meetings will remain scheduled for the next couple of months to finalize Mass Transition WBT and review TXSET for WBT modifications.

**TXSET WBT**

Suggestion is to review existing training deck to possibly pare down, possibly not review all transactions. Art expressed ERCOT training can accommodate break out rooms which may be useful for interactivity of TXSET training. Task Force will review the training deck at the next meeting for consideration of WBT modifications.

**Mass Transition Web Based Training**

Reviewed modifications to script:

* Slide 6- moved updating contacts and NCI form – originally proposed under ERCOT responsibilities – need to re-read to ensure revisions are acceptable
* Slide 10 – Customer responsibilities – may move cancelling of POLR drops to ERCOT monitoring
* Slide on Timeline – transactions piece was removed and discussed during TXSET flow of transactions – expressed concern we may still want to keep under timeline as well so folks will understand what transactions will be received on which days

ACTION: Task Force to review prior to next meeting for discussion

NEXT MEETING – Friday, August 7th

Proposed Agenda for 8/7

1. Review LMS Stats
2. Review feedback from 8/6 Retail 101 training
3. Registration for MT/IAG Training for 8/12
4. Review MT/IAG deck revisions and new order
5. Review Mass Transition slides and offer feedback
6. Begin review of TXSET presentation materials for WBT conversion