**RMTTF Meeting**

**Thursday, August 4th, 2022**

**WebEx only**

Attendees

|  |  |  |  |
| --- | --- | --- | --- |
| Tomas Fernandez | NRG | Eric Broach | Gexa/Frontier |
| Debbie McKeever | Oncor | Kathy Scott | CNP |
| Sheri Wiegand | TXUE | Bill Snyder | AEP |
| Art Deller | ERCOT | Eric Lotter  | Grid Monitor |
| Melinda Earnest | AEP | Lysette Balance | CNP |

Debbie McKeever opened the meeting and read the Antitrust Admonition.

Attendees were announced.

Minutes from the May 23rd meeting were reviewed and approved.

**Review LMS statistics**



It was noted the new TXSET WBT has received some good volume after recently being launched. Mass Transition, with being a situational class, saw some additional traffic possibly due to the recent POLR activity.

**Survey results from MarkeTrak Part 1 and 2 (June 1st & 2nd)**

ERCOT received 16 responses from the 28 attendees at the training classes. Feedback is generally positive where the training provides a good overview of the process. It is suggested to state in the market notice for those seeking step by step detail, the on-line modules should be referenced.

**Training Notifications**

Training notices for the Fall Retail 101 (Sept 28th) and MarkeTrak 101 (October 5th & 6th) classes will be sent ‘piggy-backing’ the ERCOT market training notification.

**Meetings for the remainder of 2022**

The next RMTTF meeting will be held the afternoon of October 5th after MarkeTrak Part 1 training. At that time, the TF will determine when they need to meet again for the remainder of 2022. The October 5th meeting is intended for all participants to attend in person. Trainers will meet in person to conduct the training from ERCOT via WebEx on the 5th and 6th.

**Training Plan for 2023**

Initial plans call for a Jan/Feb Retail 101/MarkeTrak 101 to align with flight testing. The thought is to host at least 3 sets of training, with RMTTF meeting on an as needed basis possibly once per quarter.

**MarkeTrak training presentation review - new screen shots & updates**

With the latest MarkeTrak upgrade, the MarketTrak training deck was not able to be updated just prior to the transition to the new platform. Parts 1 & 2 decks were reviewed to determine which slides required revision and new screen shots. The following volunteered to update the respective slides. Other updates were included to address latest data available:

* Update to the number of overall MTs – Sheri will update (slide 9)
* General Functionality – add slides after slide 10 to show the new functionality aligning with the same concepts from the earlier edition – Kathy. Should be an addition of ~ 8 slides
* Usage & Billing/ Email Notification / Bulk Insert – Melinda will leverage the User’s Guide to capture appropriate revised screen shots
* Slide 17
* Slides 28-30
* Slides 33, 40, 42, 45, 47,49
* Slides 72-77
* Part II – IAG/Switch Hold – Melinda
	+ Slides 20-25
	+ Slides 47-48, 50,52,54-55
	+ Slides 65-68, 72, 73
* IAG Reporting numbers – Sheri will update #s
	+ Slides 102, 104 – 106, 108

The updated slides will be reviewed at the next RMTTF meeting.

**Next Meeting – September 1st, 2022 WebEx only 9:30 AM**

**DRAFT Agenda**

1. ERCOT LMS Stats & Training Registration
2. Review of MarkeTrak Training presentations for updates