RMTTF Meeting

Thursday, April 13th, 2023

9:30 AM

WebEx only

**RMTTF MEETING NOTES**

Tomas opened the meeting, welcomed everyone and proceeded with reading the Antitrust Admonition.

**Introductions:**

* Jordan Troublefield ERCOT
* Amy Sue Stirland LP&L
* Art Deller ERCOT
* Kathy Scott CenterPoint
* Monica Jones CenterPoint
* Tomas Fernandez NRG
* Melinda Earnest AEP Texas
* Sheri Wiegand Vistra
* Bill Snyder AEP Texas
* Lysette Balance CenterPoint
* Eric GridMonitor

**Agenda Review**

Tomas reviewed the agenda.

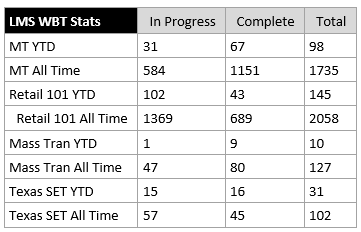
**Meeting Minutes**

Meeting notes from the last meeting were presented for comment. No comments/corrections, therefore, were approved.

**ERCOT Learning Management System (LMS) Statistics**

The numbers were provided today by Art Deller, Manager of Training for ERCOT that were up to date 4/12/23.

**LMS STATS AS OF 4/12/23**



**Texas SET Registrations**

Tomas mentioned that 37 had already signed up for Dallas and 4 for Houston.

5/4/23 – 37

9/27/23 - 4

**TX SET Training Presenters**

Tomas brought up presenters, Kathy stated she will cover Diana’s portion.

2023 Presenters

Introduction to TX SET – Debbie McKeever

Governing Documents – Kathy Scott

TxSET Working Group – Diana 🡪**Kathy**

Tomas will send out presenters document once we go over PowerPoint.

Tomas will print Transaction Process Flows; presenters are as follow:

MVI – Monica Jones

Switch – Melinda Earnest

MVO – Tomas Fernandez

DNP/RNP – Tomas Fernandez

Mass Transition – Kathy

**TX SET Prop/Leave Behinds/Materials**

Tomas asked if swim lanes will be printed out. Sheri mentioned that swim lanes are put in goodie bags.

Art will send document what he has for swim lanes. Sheri will take care of swim lanes. Art has the answer key, Tomas will print.

Sheri -- laminated transaction flow and swim lanes.

Tomas – Transaction, answer key, dry eraser markers, and 11X16 laminated cards

Kathy – take care of books, props, markers, and name tags

Melinda – hard candy

Debbie – prize candy and index cards

Tomas asked Art if we can post handouts. Art stated yes handouts can be posted. Art mentioned that all instructor classes the answer key is always sent out after class.

**TX SET PowerPoint**

Tomas went over TX SET PowerPoint.

Melinda and Tomas asked if Market Coordination Team should be part of agenda. Sheri concurred what was mentioned, MCT not to be added to agenda.

Tomas went over all slides that were updated by Melinda.

**Governing Documents**

18

24

31

32

**Transactions**

52

61

62

69

For slide 69 Tomas brought u p Swim Lanes for Tampering. Kathy mentioned she will work with Kathryn (ERCOT) to update swim lane.

73

95

Slide 95 Tomas brought up swim lanes for Mass Transition – Transactions, states happening simultaneously. Tomas will update slide 95

Eliminated slide 131 and left FAQ and Checklist

Amy Sue asked about dry run in May, what does she need for the practice run. Tomas advised what will be needed. Tomas will send updated PowerPoint to Amy Sue.

Sheri asked how many will be attending from Lubbock. Amy Sue stated about 3 people.

Dry run will be May 3rd at Vistra at 11AM

TX SET will be in person at Vistra -Thursday, May 4th at 8:30 AM

Email notifications will go out April 13th, reminder April 24t and make sure to include deadline to register April 28th.

Amy Sue asked how long the dry run should last. Sheri noted dry run should end by 4 or 4:30 PM. Amy Sue advised that dry run needs to end by 4PM.

Sheri announced TXU will provide drinks and snacks throughout the day for TX SET. Sheri will also coordinate with all TDSPs for lunch.

Next RMTTF meeting will be at ONCOR on May 5th at 9:30 AM.

**Agenda Items for the next RMTTF meeting:**