RMTTF Meeting

Wednesday, April 24, 2024

1:30 PM

Oncor Electric Delivery

1616 Woodall Rodgers Fwy. Room 5007

Meeting offered via WebEx and In person

**Meeting Notes**

Melinda Earnest with AEP opened the meeting, welcomed everyone and noted we would start late.

Melinda proceeded with reading the anti-trust statement.

**Agenda Review**

Melinda Reviewed the meeting agenda for today.

No questions were asked.

No changes were made.

**Introductions**

Those in the room introduced themselves along with company.

Meeting Attendees Company

* David Hunt Oncor
* Debbie McKeever Oncor
* Rob Bevill TNMP
* Lysette Ballance Centerpoint
* Kathy Scott Centerpoint
* Sheri Wiegand TXU
* Tomas Fernandez NRG
* Monica Jones Centerpoint
* Marina Grady Oncor

Attending via WebEx

* Melinda Earnest AEP
* Jordan Troublefield ERCOT
* Amy Sue L LP&L
* Call-in User\_3
* Call-in User\_5
* Eric Broach NextEra Energy Retail
* Eric Lotter GridMonitor
* Frank Wilson
* Kathy Scott CenterPoint Energy
* Matt Tschetter ERCOT

**March Meeting Notes**

Melinda asked Jordan to bring up the meeting notes from the March meeting which are posted to today’s RMTTF meeting page.

March meeting notes were reviewed.

None of the co-Chairs received requests for changes.

No one in the room requested changes.

Meeting notes are considered final.

**ERCOT Learning Management System Stats**

The latest numbers (see below) were reviewed by Matt which were provided by Art, yesterday morning.

Matt Tschetter said that the count for TX SET 4.0a at CNP is completely full and there are 10 on the waiting list.

An email will be sent out from RMTTF for the TX SET 4.0a training and will include that those that need to cancel should to so in order for those on the waiting list to attend. Will be sent out tomorrow by Melinda.

|  |  |  |  |
| --- | --- | --- | --- |
| As of 4/22/2024 |  |  |  |
| **LMS WBT Stats** | In Progress | Complete | Total |
| MT 2024 | 21 | 35 | 56 |
| MT All Time | 631 | 1254 | 1885 |
| Retail 101 2024 | 71 | 65 | 136 |
| Retail 101 All Time | 1667 | 944 | 2611 |
| Mass Tran 2024 | 4 | 9 | 13 |
| Mass Tran All Time | 59 | 106 | 165 |
| Texas SET 2024 | 10 | 9 | 19 |
| Texas SET All Time | 93 | 76 | 169 |

**Confirm assignments for TX SET 4.0a training in Houston on May 2nd.**

List of TX SET Instructors.

All will stay the same.

* Kathy Scott Centerpoint
* Monica Jones Centerpoint
* Melinda Earnest AEP
* Tomas Fernandez NRG
* Sheri Wiegand TXU
* Debbie McKeever Oncor

Assignments were reviewed. See table below. All is correct.

|  |  |
| --- | --- |
| **Assignment** | **Responsible party** |
| Name tags and markers | Kathy |
| List of registered attendees for CNP Security | Art to provide to Kathy by April 19th |
| Pens | Melinda |
| Names inventory List | Sheri |
| Laminated transactional cards | Sheri |
| Books and swim lanes | Kathy |
| Laminated sheets for group sessions | Kathy – reusing from Feb 8th session |
| Answer key | Tomas |
| Hard candy | Kathy – leftovers from Feb 8th session |
| Candy bars | Kathy |
| Prepare training room | Available instructors – meet an hour early |
| Coordinate facilities and logistics | Kathy |
| Breakfast snacks, afternoon snacks | Kathy to coordinate |
| Lunch | Kathy to coordinate |

Note! The RMTTF meeting will be take place on May 3 at Centerpoint at 9:30 AM, in person and also WebEx. We will be in room 1370.

Kathy will verify if we can get into the training room the afternoon of the 1st. If so, we can set the room up and not have to be there so early the following morning.

**Surveys - MarkeTrak Part 1 and Part 2 classes held in March**

Survey responses indicated they enjoyed the class and thought the training was relevant to their job. 14 trainees completed the survey for Part 1 and Part 2.

Those attending seemed to appreciate the training and answered the checkpoint questions correctly. There were no technical issues experienced.

**Module Update**

Based on feedback, Sheri has updated the slide 9 on the MarkeTrak Part 1 presentation to include the most current MarkeTrak counts per subtype.

**Update from TDTMS and MCT for status of transition plan**

Kathy provided the update and included some specifics in the plan.

The transition plan should be finalized at the next MCT, TX SET and TDTMS meeting(s). This will make sure we are all clear on how we will be handling the MarkeTrak issues pending/in flight before cut-over. The WGs agreed that November 1 would be a good day to stop REPs from initiating IAGs.

Question regarding the existing process.

We posed a question to Marina, scenario – “TXU is the losing REP, NRG is the gaining REP…after the two agree, will it automatically transition to the TDSP, without the REP or ERCOT “sending to the TDSP once they press enter…it will move to the TDSP. The REPs do not have to click, send to the TDSP.

Matt provided the update. There are 6 modules that need updating. One will be later. 5 are almost done. IAG is the pending module. Art will provide us an update indicating when the modules can be available to the market. Matt and RMTTF discussed providing the modules for review at a future RMTTF meeting.

Details of the SCR817 will be provided in the Fall.

**MarkeTrak User Guide**

Sheri provided the update.

Tammy has completed the User guide section for IAG and is posted on the TDTMS meeting page for last month. Everyone should take a look and make sure they are good because it will be finalized at the next TDTMS meeting.

**Retail Training 2025**

This will be revisited at the upcoming RMTTF meetings and we will set two other training dates.

ERCOT Retail Training TX SET 5.0 date will be scheduled at Oncor in late February 2025 to middle of March 2025.

**2024 Upcoming RMTTF meetings**

* May 3 9:30 AM Web-Ex In person at Centerpoint
* June 6 9:30 AM Web-Ex only
* August 8 9:30 AM Web-Ex only
* September 12 9:30 AM Web-Ex only
* October 10 9:30 AM Web-Ex only
* November 7 9:30 AM Web-Ex only
* December 12 9:30 AM Web-Ex only

The November 7th date will be changed to November 21st. Melinda will send in the request for the meeting change.

Just a reminder of what to send to who from WG and TF leadership;

If you need:

* To post WG/TF items to the WG/TF page - send to Market Support Services
* To schedule WG/TF meeting – send to Stakeholder Services
* To post WG/TF items to the RMS meeting page – send to Stakeholder Services

Listed below are the specific Action Items for **TDTMS**. Thanks to Monica for capturing.

* *Per Matt (ERCOT) six modules need to be updated and five should be completed within this week. ERCOT will implement prior to market go live. Use the modules to provide context with the TX SET 5.0 training.*
* *TDTMS meeting* ***Action Item****- To ERCOT, review how and what ERCOT is going to train with the Market Trak changes for TX SET 5.0*
* *Per Tomas, would want the updated modules live before the training. To review and refine along with the TX SET 5.0 training.*
* *TDTMS meeting* ***Action Item****- Expectation from market participant- can Tammy give context w/ presenting of the training material (screenshots) highlighting where the changes are and reason for the change.*

**MCT Action Item**-Should the working groups be able to review the ERCOT market training prior to roll out to the market? Bring up question at MCT.

**Other Business**

The next RMTTF meeting is scheduled for May 3rd at 9:30 AM. WebEx only.

**Adjourn**

Debbie thanked everyone for coming to Oncor.

Melinda adjourned the meeting at 3:38 PM.