**AMWG February 2016 Meeting Notes**

**February 23, 2016**

**9:00 a.m. – 3:30 p.m.**

**ERCOT Met Center Room 168 & WebEx**

1. **Antitrust Admonition**- Esther Kent
2. **Introductions** – Attendees

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| **Name** | **Company** |
| Esther Kent | CenterPoint Energy |
| John Schatz | TXU Energy |
| Jim Lee | AEP |
| Barry Kremley | GVEC |
| Andrea O’Flaherty-Brown | Solutions Cube - SMT |
| Carolyn Reed | CenterPoint Energy |
| Bob Helton | GDF Suez |
| Doug Lewin | SPEER |
| Kathy Scott | CenterPoint Energy |
| ***Via Web-Ex*** |  |
| Therese Harris | PUCT |
| Ed Echols | Sharyland Utilities |
| Jim Lee | AEP |
| Rita Cardenas | AEP |
| Chris Rowley | Oncor |
| Norm Levine | Direct Energy |
| Ken Conway | Oncor |
| Robert Smith | Oncor |
| Eric R | GDS |
| NES |  |
| DE |  |
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1. **Review draft meeting notes and action items from the January AMWG meeting and make necessary updates/revisions**
   * The group reviewed the January 2016 meeting notes. There were no revisions.
   * **Action Item:**
     + *Esther Kent will send the notes to ERCOT for posting on the AMWG January 2016 meeting page*
2. **2016 RMS Leadership and AMWG Leadership Confirmation**
   * Kathy Scott (CenterPoint) reviewed the 2016 RMS leadership and the respective working group / task force leadership.

1. **Continue Review of AMWG Procedures and Change Request Form**
   * The group reviewed proposed revisions (submitted by Kathy Scott – CNP) to the AMWG Procedures, as well as a final review of proposed changes to the Change Request (CR) form
   * The CR form will go to a PDF format after RMS approval
   * **Action Item:** *John Schatz to provide the Procedures document to Lindsay Butterfield for “red-line cleanup”*
   * **Action Item:** *John Schatz will submit both documents to ERCOT Stakeholder Services*
   * **Action Item:** *John Schatz will present to the March RMS meeting the proposed revisions to the Procedures and CR Request Form*
2. **Review of TDSP AMWG Data Matrix, identify and discuss items for updating**
   * Several TDSPs requested that significant changes be delayed until ~ July due to impending MDM upgrades
   * The group agreed to a “touch point” in July
   * The group did review several items on the matrix and concurred that those items could be repositioned as “Common TDSP Data Practices” (e.g., more of a statement rather than an answer to a question)
   * **Action Item:** *Jim Lee will coordinate TDSP responses to the Common TDSP Data Practices, as well as “clean-up” of the matrix to reflect differences.*
   * **Action Item:** *Jim Lee will send the AMS Data Facts document to Esther Kent for posting on the AMWG main page, Key Documents*
   * **March Agenda Item:** *Jim Lee will present a draft of Common TDSP Practices*
3. **SMT January 25-26 Outage**

* Andrea O’Flaherty reviewed with the group the January 18, and 25-26 unplanned SMT outages
* Both outages were due to malfunctioning hardware. IBM is analyzing the hardware for a root cause analysis

1. **February defect correction release**
   * Andrea O’Fleherty reviewed with the group the February 27th planned SMT release
     + Usage type “toggling” without changing the date ranges
     + FTP and API SSL certificate expiration alerts for REPs and 3rd Parties
     + SMT GUI usability enhancements re: ad hoc report status
2. **Review SMT Monthly Market Reports for December, Including the New 3rd Party Statistics Report**
   * The group reviewed the reports, with some discussion around the “active and pending” Energy Data Agreement statistics
   * There was additional discussion regarding various statistics presented on the 3rd Party report
3. **Review Action Items and Agenda Items**
   * John Schatz reviewed the action items and agenda items for the March meeting

Meeting adjourned at ~11:25 a.m.

Next meeting: March 22rd, 9:00 a.m. – 3:00 p.m. Web-Ex Only