RMTTF Meeting

Thursday, January 9th

9:30 AM

This meeting is being held WebEx only.

Melinda Earnest Chaired the meeting and said we will wait a few minutes. Some have reported they are having some technical issues with the WebEx.

Melinda welcomed everyone and proceeded with reading the antitrust statement and those listed on the WebEx.

**Attendees listed on the WebEx:**

* Kathy Scott Centerpoint
* Bill Snyder AEP
* Amy Sue Stirland LP&L
* James Langdon Vistra
* Debbie McKeever Oncor
* Melinda Earnest AEP
* Sheri Wiegand Vistra
* Monica Jones Centerpoint
* Art Deller ERCOT
* Jordan Troublefield ERCOT
* Eric Lotter GridMonitor
* Tomas Fernandez NRG
* Subbarao Eedupuganti No company listed

**Meeting Agenda**

Melinda read the agenda. No questions were asked. No changes were made.

**Meeting Notes**

Meeting notes from the last meeting were reviewed.

None of the leadership received requests for other changes. Meeting notes for our November 21st meeting are considered final. There was no meeting in December.

**LMS Stats**

The LMS counts were provided by Art.

|  |  |  |  |
| --- | --- | --- | --- |
| As of 1/9/2025 |   |   |   |
| **LMS WBT Stats** | In Progress | Complete | Total |
| MT 2025 | 1 | 2 | 3 |
| MT All Time | 848 | 1387 | 2235 |
| Retail 101 2025 | 1 | 3 | 4 |
| Retail 101 All Time | 1817 | 1074 | 2891 |
| Mass Tran 2025 | 0 | 1 | 1 |
| Mass Tran All Time | 63 | 119 | 182 |
| Texas SET 2025 | 1 | 1 | 2 |
| Texas SET All Time | 119 | 104 | 223 |

Question was asked, would RMTTF follow up with a training notice fter Art sends the full ERCOT training schedule in a market notice. Was agreed that Melinda will follow up and send out a notice the week of January 20th and emphasize MarkeTrak training is coming up. Suggestion was made that we avoid sending our notices on Fridays and Mondays. MLK day is January 20th. This is a holiday for some companies. Avoid that date.

The registration is now open for MarkeTrak part 1 and Part 2. One person has registered.

**Online MarkeTrak Modules – log/document updates needed**

We need to finish all changes or identify what’s needed and provide to Art and Tammy.

We are starting with the instructor led materials. We need to handoff to Art ASAP. Presentations will be posted to the MarkeTrak training page for Part 1 and Part 2.

MarkeTrak Part 1 – Overview

Slides were reviewed individually. Tomas made the updates to the slides during the meeting. Also checked for screen shots.

Break – we will take a 10-minute break. Meeting to resume at 11:00 AM.

 MarkeTrak Part 2 – Switch Holds and IAG

Slides were reviewed individually. Tomas made the updates to the slides during the meeting.

Screen shots needed for slide 56 and 57. Melinda also verified on the online module in the LMS. We need to check for other screen shots too.

Sheri will check and update slides with the most current detail included in the TDTMS update to RMS.

**Dates for 2025 Retail Training and Meetings**

The document that included meeting dates for 2025 is posted to today’s meeting page. Based on today’s discussion, the document was modified. Below includes the agreed schedule. Kathy and Debbie said that sometimes the date may need to be changed due to an unforeseen event or facilities aren’t available.

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Time | Meeting or training | Comments |
| Thursday January 9th  | 9:30 AM | RMTTF Meeting  | WebEx only |
|  |  |  |  |
| Tuesday February 5th | 8:30 AM | Retail 101  | WebEx only |
|  |  |  |  |
| Tuesday February 25th | 8:30 AM | MarkeTrak Part 1  | WebEx only - Instructors arrive at ERCOT at 7:45 AM  |
| Tuesday February 25th  | 1:30 PM | RMTTF meeting  | WebEx and In person in Austin at ERCOT – Room 119 |
| Wednesday February 26th  | 8:30 AM | MarkeTrak Part 2  | WebEx only - Instructors arrive at ERCOT at 7:45 AM  |
|  |  |  |  |
| March 13th | 9:30 AM | RMTTF meeting  | WebEx and In person in Dallas at Oncor |
| April |  | No meeting |  |
|  |  |  |  |
| Tuesday April 29th | TBD | Instructors prep for TX SET training | Instructors arrive late afternoon to help with Set up.  |
| Wednesday, April 30th | 8:30 AM | TX SET training  | Instructors arrive at CNP at 7:45 AM Training is in person – no WebEx |
| Thursday, May 1st  | 9:30 AM | RMTTF Meeting | WebEx and In person in Houston at CNP only  |
|  |  |  |  |
| Wednesday June 25 | 1:30 PM | RMTTF meeting  | WebEx and In person in Dallas at Oncor |
| Thursday June 26 (tentative) | 8:30 AM | TX SET Training | Training in person only. Instructors arrive at Oncor at 7:45 AM |
|  |  |  |  |
| July |  | No meeting |  |
|  |  |  |  |
| Thursday August 7 | 9:30 AM | RMTTF meeting  | WebEx only  |
|  |  |  |  |
| Wednesday September 24 | 8:30 AM | MarkeTrak Part 1  | WebEx only - Instructors arrive at Oncor at 7:45 AM |
| Wednesday September 24 | 1:30 PM | RMTTF meeting  | WebEx and In person in Dallas at Oncor |
| Thursday September 25 | 8:30 AM | MarkeTrak Part 2  | WebEx only - Instructors arrive at Oncor at 7:45 AM |
|  |  |  |  |
| Tuesday October 28 | 1:30 PM | RMTTF Meeting  | WebEx and In person in Dallas at Oncor |
| Wednesday October 29 | 8:30 AM | TX SET Training  | WebEx only – Instructors arrive at Oncor at 7:45 AM  |
|  |  |  |  |
| November  |  | No meeting |  |
|  |  |  |  |
| Thursday December 4 | 9:30 AM | RMTTF meeting  | WebEx only |

For WebEx training, instructors will gather together to present. This has been found to be effective with eliminating issues previously experienced with transitioning from one presenter to another and other technical difficulties.

Details for February 5th Retail 101 Instructor Led training

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Wed, Feb 5, 202508:30 AM – 05:00 PM | 1 day | [WebEx Conference](https://ercot.webex.com/ercot)Phone Number: 650-479-3208Session number: 2558 161 4777Session password: pCD3uxAAK83 | Instructor Led | [Sign up](https://ercot.csod.com/LMS/LoDetails/DetailsLo.aspx?loid=39f96de3-1c79-480c-b663-ca9422626e6c) |

**Prerequisites:**

* [ERCOT the ISO](https://ercot.csod.com/DeepLink/ProcessRedirect.aspx?module=launchtraining&lo=ad924e7d-5c0d-44bd-8492-e3b2cb6b96ff)
* [ERCOT the Market](https://ercot.csod.com/DeepLink/ProcessRedirect.aspx?module=launchtraining&lo=439905ee-7818-41e7-a77d-ed2cfd693a30)
* [ERCOT the Retail Transaction Clearinghouse](https://ercot.csod.com/DeepLink/ProcessRedirect.aspx?module=launchtraining&lo=4f8099f3-d3b8-458e-98ff-a3a0f8d1a38d)

**2025 RMTTF Meetings**

Dates and times and locations are listed below for the 2025 meeting schedule. Debbie will make sure the ERCOT calendar is updated with the details.

|  |  |  |
| --- | --- | --- |
| **Date** | **Time** | **Comments** |
| **Thursday January 9** | **9:30 AM** | **WebEx only** |
| **Tuesday February 25** | **1:30 PM** | **WebEx and In person in Austin at ERCOT** |
| **Thursday March 13** | **9:30 AM** | **WebEx and In person in Dallas at Oncor** |
| **April** |  | **No meeting** |
| **Thursday May 1** | **9:30 AM** | **WebEx and In person in Houston at CNP** |
| **Wednesday June 25** | **1:30 PM** | **WebEx and In person in Dallas at Oncor** |
| **July** |  | **No meeting** |
| **Thursday August 7** | **9:30 AM** | **WebEx only**  |
| **Wednesday September 24** | **1:30 PM** | **WebEx and In person in Dallas at Oncor** |
| **Tuesday October 28** | **1:30 PM** | **WebEx and In person in Dallas at Oncor** |
| **November**  |  | **No meeting** |
| **Thursday December 4** | **9:30 AM** | **WebEx only** |

 **Legend for chart above**

|  |  |
| --- | --- |
| **WebEx only** | **Start time - 9:30 AM** |
| **WebEx and In person**  | **Start time - 9:30 AM or 1:30 PM – See chart above for exact time.** |
| **No meeting** |  |

**Other Business**

Our next meeting will be February 25th in Person at ERCOT in Austin and also WebEx. Meeting will start at 1:30 PM.

No other business.

**Adjourn**

 Melinda thanked everyone for attending and adjourned the meeting.