

## **Agenda**

### **Process Standardization Working Group Meeting**

*Thursday, January 24, 2002, 9:00 a.m. – 4:00 p.m.*

**LOCATION:** GCSECA, 120 North 44<sup>th</sup> Street, Suite 100, Phoenix, AZ

<b>Topic</b>	<b>Lead</b>	<b>Anticipated Outcome</b>	<b>Att.</b>
1 Welcome, Introductions, Sign-In, and Approval of Minutes	Evelyn Dryer	Ms. Dryer will welcome participants to the full group session of the Process Standardization Working Group meeting. A sign-in sheet will be circulated. Participants will introduce themselves. Minutes from the December 5, 2001 meeting will be approved.	
2 Unresolved issues discussion. Look at the "Job Jar" to Scope priorities for future work.	Evelyn Dryer	Four hour discussion <b>Action Item:</b> Review last four months of minutes for postponed items and issues lists for a laundry list of tasks our company would like to visit.	
3 Where does the PSWG go from here? What is the scope of our group now? How many times per year, should we meet? Task Teams needed? How does each company feel about future participation?	Evelyn Dryer	Three hour discussion "Form, function and methodology". Prepare the PSWG's vision of future meetings to present to the new Utility Director.	
4 Categorize importance of market participation for each issue.	Evelyn Dryer	Only if time permits.	
5 Meeting Evaluation	Evelyn Dryer	The group will provide feedback.	
6 Set Next Agenda and Future Meeting Times	Evelyn Dryer	The group will set the next agenda.	
7 Adjourn Meeting	Evelyn Dryer	The meeting will be adjourned.	

\*\*\*Any of the above agenda items may be voted on and approved as a standard by the PSWG\*\*\*