

REVISED MINUTES:
Process Standardization Working Group Meeting

Wednesday, June 6, 2001, 9:00 a.m. – 4:00 p.m.
 SRP Flagstaff Room ISB
 1600 N. Priest Drive, Tempe

Topic	Lead	Anticipated Outcome
1 Welcome, Introductions, Sign-In, and Approval of Minutes	Tony Gillooly	Mr. Gillooly welcomed participants to the full group session of the Process Standardization Working Group meeting. A sign-in sheet was circulated. Participants introduced themselves. Minutes from the May 16th, 2001 meeting were approved with minor changes to items #3 and #5 Note: Axon Field Solutions will be closing July 9 th and Janet Henry will no longer be attending the meetings.
2 Report from Shirley Renfro on revised Change Control Process	Shirley Renfro	Shirley Renfro (Pinnacle West) presented the revised change control process. Participants reviewed Citizens changes to the document. There was a short discussion to try to confirm that someone as PSWG is notified when staff approves a document. Early thoughts are that the PSWG chair is somehow notified. Tony Gillooly will confirm. Document was approved and will be submitted shortly to the ACC Utilities Director for approval. Action Item: Tony Gillooly Confirm that notification is sent back to PSWG when staff approves a document.
3 Issue 84 – Final bill Waivers	Judy Taylor	Judy Taylor (TEP) presented draft waivers for the Final Bill and estimating usage for DA customers Barbara Keene (ACC Staff) has reviewed the documents and preliminarily approved them. TEP's legal department have reviewed the waivers. Participants requested to re-write the sentence on the estimating of first and Final bill at the top of page two to read: "service fees in situations including, but not limited to the following:" Other Minor changes to both waivers will be made and distributed prior to the next meeting for review. Action Item: All Participants Review the revised waivers. Specifically, have legal departments look at documents and have proposed changes to Judy prior to the meeting. Changes will be reviewed at the June 20 th meeting.
4 Metering Handbook TWO HOUR DISCUSSION	Stacy Aguayo	Changes to the Metering handbook were reviewed and discussed some of the major changes are below: Added to section 1.4.2 – Added language that SRP will may be contracted by ESP to disconnect customer for non-payment of ESP services. Added to section 1.4.1 – Add bullet that states "UDC service requirements" A Glossary was suggested, including what are considered "NERC holidays". <u>Chapter 11</u> Define "Site meet" in 11.1 Introduction indicating the meeting occurs at the location of the meter and may be between UDC and the MSP/MRSP/ESP.

4 Continued

11.3.1 gave examples “revised transactions”, and “corrections”
Removed “exceptions” from table and #4 on page 32. Redefined timing requirements on page 31 for scheduling, rescheduling, un-scheduling.
11.4 moved to 11.2 and removed 11.4.1 because it was duplication. And 11.4.2 will be renumbered 11.2.2 for blackout window. Added the Day of the week to the date example. December 11, 2000 will be re-written as Thursday December 11, 2000.
11.5.1 Added “and charges” to refer to UDC for additional requirements.

Chapter 12

Changed “meters” to meter and meter equipment

Chapter 13

Added section regarding customer responsibility.

ACTION ITEM: All Participants:

Look at the following chapters to clarify meaning: Chapter 2, Section 3.4 and 3.10 for the June 20th meeting.

5 Q&A for Task Team Chair
addressing Issue 101: MRSP
Performance Monitoring & Testing

John
Wallace

John Wallace (GCSECA) gave a task team status report and addressed questions from the group. The next meeting is June 21st, 2000 as Grand Canyon State Facilities

With the loss of AXON representation, PSWG requests another MRSP attend the meetings.

Comments from Staff (Bob Grey) regarding minutes from the MRSP meetings

1) May 3rd: What is ACC continued Certification in the minutes and the draft? John Wallace stated that this is directly from the MRSP document posted on the ACC website.

2) May 17th; GMT Waiver. Staff wonders what this waiver is. From Tony, this was not a waiver; it was misstated in the minutes.

It is agreed that Interval data should be in GMT time, confusion is regarding if the header field for the EDI transaction is considered the “envelope”, or if the time the entire EDI file is sent (e-mail) is the “envelope”.

Action Item: All participants

Where do the companies put a time stamp in all transactions (meter forms and EDI transactions) and what time is listed (GMT or local?)

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| 6 | Q&A for Task Team Chair addressing Issue 61: MSP Performance Monitoring & Testing | John Wallace | <p>John Wallace (GCSECA) gave a status report. John's concern is that the task team creates rules for MSP's without MSP representation. He suggests that the group finish what was started but not delve too much further into performance monitoring until further MSP representation is present.</p> <p>Bob Gray (Staff): mentioned that MSPs are notified by e-mail of meetings and it is up to them to represent themselves. Work should not be held up due to lack of representation.</p> <p>The PSWG would appreciate any MSP representation at future meetings. The next meeting is June 19th, 2000 as Grand Canyon State Facilities</p> <p><u>Action Item: Commission Staff:</u></p> <p>How does AXON CCN get removed? How do they get removed from the ACC certificated supplier list on the website?</p> |
| 7 | Approval of field requirement in the AZ 810 to Conditional from Mandatory and additional language requirements. | Tony Gillooly | <p>Participants discussed field MEA06 in the demand measurement segment and determined the business reason for the field being conditional.</p> <p>Gene Slechta: As review--The fields for beginning and ending reads are conditional. The gray box now reads "required for all residential customers".</p> <p>On the demand side for the element "demand without multiplier" SRP determined that this field is conditional. The greybox field will state "required if the customer is a residential customer over 20kW".</p> <p>Document was approved, Gene will make the changes and distribute to PSWG. The changes will be submitted to the ACC Utilities Director.</p> |
| 8 | Locations for future meetings | Tony Gillooly | <p>The schedule for future meetings was distributed.</p> |
| 9 | Review Open issues and re-prioritize | Tony Gillooly | <p>This agenda item will be addressed after any "new issues" in the future so that new issues can be prioritized with old issues. This meeting open issues were lower priority than new issues posed by members.</p> |

10 New Issues

Tony
Gillooly

New issues will be added to the Master Issue list.

1. ISSUE # 118 ESP Performance Monitoring is as important as MSP/MRSP performance monitoring and would like to see it addressed (Citizens).
- 1) ISSUE # 119 Reading the rules R14-2-1612C, it seems to indicate that the ESP is held to a higher standard since it appears they must report self-slamming. Is this true? (Citizens)
- 2) ISSUE # 120 which DASR should be used for force close? Citizens suggests using the TS DASR. (Citizens)
- 3) Issue #121 Which DASR should be used for disconnect for non-payment situation? Citizens suggests using the TS DASR. (Citizens)
- 4) Issue #122 Which DASR should be used when the ESP is de-certified. (TEP)
- 5) ISSUE # 123 Citizens CIS system requires a meter number on accepting the TS DASR, but the DASR handbook doesn't have the meter number as a requirement. What changes can be made to accommodate this. Suggestion is to add "conditional" to the header, add the meter number as a conditional field to the TS DASR.

Additional non-issue items:

- 1) Citizens has changes to the field validations requirements in the DASR handbook pgs 23-24. These changes need to be posted on the ACC website,

Add changes to the table and send to Stacy. Stacy will update the DASR and send to PSWG Chair to forward to the ACC for approval and re-posting and to ACC website.

- 2) Citizens has a draft MADEN that they would like to present at the June 20th meeting.

Minutes from May 2nd. Item #11 TEP change "delinquent" to "pending disconnect".

11 Meeting Evaluation

Tony
Gillooly

The group provided feedback.

12 Set Next Agenda

Tony
Gillooly

The group set the next agenda.

13 Adjourn Meeting

Tony
Gillooly

The meeting was adjourned.

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