

## MINUTES

### Process Standardization Working Group Meeting

Wednesday, June 20, 2001, 9:00 a.m. – 4:00 p.m.

Grand Canyon State Electrical Coop  
120 N. 40<sup>th</sup> Street, Phoenix

Topic	Lead	Anticipated Outcome	Att.
1 Welcome, Introductions, Sign-In, and Approval of Minutes	Tony Gillooly	<p>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 June 6th, 2001 meeting were approved with these changes:</p> <p>Item #3 add "Keene" and "(ACC Staff)" to Barbara, Item #4, section 1.4.2 change "will" to "may". Item #6 add "ACC" and "Bob Grey" to Staff.</p> <p><b>Notes:</b> Gene Slechta (SRP) will not be attending future meetings; Pat Cassidy (SRP) will continue to represent SRP. Evelyn Dryer (TEP) will return as chairperson for the next meetings.</p>	
2 Metering Handbook TWO HOUR DISCUSSION	Stacy Aguayo	<p>Changes to the Metering handbook were reviewed and discussed. Citizens presented additional over-all document comments. Chapter 2 and Chapter 3.10 (primary metering) will be reviewed in a separate meeting because there are too many problems and inconsistencies in these sections. Stacy Aguayo will be setting up this meeting.</p> <p>Send any further grammatical corrections to Stacy (APS) by next week June 27 e-mail <a href="mailto:stacy.aguayo@aps.com">stacy.aguayo@aps.com</a></p> <p>The document was reviewed up to page 27 and will continue to be reviewed at the next meeting.</p>	
3 Issue 84 – Final bill Waivers	Judy Taylor	<p>Judy Taylor (TEP) presented draft waivers for the Final Bill and estimating usage for DA customers. Proposed rule change language was also presented.</p> <p><b>Waiver to estimate first and final:</b> Minor changes to company names bill: Marilyn Ferrara (APSES) asked to add "Company, Inc." to APS Energy Services. SRP, City of Mesa, and AEPCO, need to be removed from the waiver. Additions to the signature pages include: Duncan Valley Electric Cooperative, Inc and Graham County Electric Coop, Inc, possibly Morenci and Ajo. New West Energy also must have "Corporation" added</p> <p><b>DA Customer requiring Load Data:</b> same changes.</p> <p><b>Action Item:</b> Barbara Keene (Staff) Check to see if Morenci and Ajo want to be included in the waivers.</p> <p><u>Action Item: All Participants</u></p> <p>Review the proposed <u>rule change language</u> and have company approval ready, or proposed changes for the July 11 meeting.</p> <p><u>Action Item: All participants</u> send the companies official name to Judy Taylor at Tucson electric: <a href="mailto:jtaylor@tucsonelectric.com">jtaylor@tucsonelectric.com</a> by 4 pm Friday July 22nd.</p>	

4	Review Changes to VEE Document	LeeAnn Torkelson	<p>LeeAnn Torkelson (Citizens/RW Beck) presented changes to the VEE document.</p> <p>Changes and corrections were made. A Final draft with changes will be sent out prior to the next meeting. The document is to be finalized at the next meeting.</p>
5	Q&A for Task Team Chair addressing Issue 101: MRSP Performance Monitoring and Testing	John Wallace	<p>John Wallace (GCSECA) noted the next meeting is scheduled for June 21, 2001, Grand Canyon State Cooperative Facilities.</p>
6	Q&A for Task Team Chair addressing Issue 61: MSP Performance Monitoring and Testing	John Wallace	<p>John Wallace (GCSECA) gave a task team status report and addressed questions from the group.</p> <p>Substantial progress was made, a formal draft report will be ready for the next meeting, a reporting structure was created, daily event notification data fields were required were outlined. At this point, only monitoring Unexpected MIRNS on Initial Switch, Late MIRNS, MIRN data incomplete (missing data). Next meeting July 9<sup>th</sup>, at Grand Canyon State Cooperate facilities. 9:30 – 4 pm</p>
7	Discuss transactions and various time stamps on the documents	Tony Gillooly	<p>Participants presented and discussed the various time stamps placed on transactions (meter forms and EDI transactions) and what time expected (GMT or local).</p> <p>TEP:  Three time stamps in EDI: 1) ISA line segment 10 and 2) GS line Segment 05 3)DTM line  Enveloping : ISA and GS lines – local time  Data: DTM field is in GMT</p> <p>A year ago a letter was sent to Deborah Scott (Utilities Director), it was agreed that: for EDI transmissions enveloping time stamps will be in sender's local time. All other EDI time stamps will be in GMT.</p>
8	Issue 71	LeeAnn Torkelson	<p>Discussed Citizens position on issue 71 was presented and resolved.</p>
9	Issue 120 Which DASR should be used for force close? Citizens suggests using the TS DASR.	Tony Gillooly	<p>One hour discussion on issue 120 was postponed to next meeting</p>
10	Issue 121 Which DASR should be used for disconnect for non-payment situation? (Citizens suggests using the TS DASR)	Tony Gillooly	<p>One hour discussion on issue 121 was postponed to next meeting</p>

11	MADEN	LeeAnn Torkelson	<p>LeeAnn Torkelson presented and reviewed Citizens submittal of the MADEN</p> <p>One hour is assigned to the next meeting to review the document.</p> <p>Send detailed comments/suggestions on the MADEN to LeeAnn Torkelson <a href="mailto:ltorkelson@RWBECK.com">ltorkelson@RWBECK.com</a> by July 6<sup>th</sup>. So an update can be given at the next meeting.</p>
12	Review action items from prior meetings	Tony Gillooly	<p><b>1) Change Control Process (Tony Gillooly) 6/6/01</b></p> <p>Confirm that notification is sent back to PSWG when staff approves a document.</p> <p>Answer: Staff does send back notification to the Chairperson, the Chairperson then distributes that notification to all PSWG members.</p> <p><b>2) MRSP TASK team meeting (Commission Staff) 6/6/01</b></p> <p>How does AXON's CCN get removed? How do they get removed from the ACC certificated supplier list on the website?</p> <p>Answers: The CCN gets removed when the company files a letter in Commission docket control asking that their CCN be cancelled. The Commission needs to vote on that request in an open meeting. After the Commission votes to approve the cancellation, Staff will update the certificated supplier list.</p>
13	New Issues	Tony Gillooly	No new issues were added to the Master Issue list.
14	Review Open issues and re-prioritize	Tony Gillooly	The group postponed this item to the next meeting
15	Meeting Evaluation	Tony Gillooly	The group provided feedback.
16	Set Next Agenda	Tony Gillooly	The group set the next agenda.
17	Adjourn Meeting	Tony Gillooly	The meeting was adjourned.

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

**PARTICIPANT LIST**  
JUNE 20, 2001  
PROCESS STANDARDIZATION WORKING GROUP

Name	Organization
Aguayo, Stacy	APS
Aycock, Kimarie	APS
Bagley, Ken	R.W. Beck/Citizens
Brown, Debbie	SRP
Cassidy, Pat	SRP
Cobb, Anne	TRICO
Ferrara, Marilyn	ASES
Flood, Kathy	SRP
Gillooly, Tony	TEP
Greenrock, June	SRP
Keene, Barbara	Commission Staff
Molina, Rick	TEP
Pichoff, Darrel	K.R. Saline
Schenk, Jenine	APS
Slechta, Gene	SRP
Taylor, Judy	TEP
Torkelson, LeeAnn	R.W. Beck / Citizens
Wallace, John	GCSECA