

Minutes

Process Standardization Working Group Meeting

Wednesday, November 14, 2001, 9:00 a.m. – 4:00 p.m.

LOCATION: GCSECA, 120 North 44th Street, Suite 100, Phoenix, AZ

Topic	Lead	Anticipated Outcome	Att
1	Welcome, Introductions, Sign-In, and Approval of Minutes	Evelyn Dryer	
		Ms. Dryer 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 October 24, 2001 meeting were approved with some minor modifications.	
2	Issue 134 – Discussion of the PSWG participant's comments on ACC proposal to harmonize across utility sectors a thirty- day billing grace period.	Evelyn Dryer	
		Trico, TEP & SRP, handed out company positions on the 30-day billing grace period. Co-ops, Trico, TEP, SRP & APS use render date to bill. CUC has no comment at this time. PSWG Members agreed to send a letter to John Thornton with these comments per his request. Evelyn Dryer will send the letter. The language drafted at the meeting for the letter is as follows: The system & processes were developed in compliance with the Commission Rules & Regulations. Changing the grace period to 30 days will create the need for significant and costly changes to these systems and processes. Unlike typical consumer products, electricity is an immediately perishable commodity. Since consumers are billed for this product usage on a monthly basis, after the product is consumed, there is an inherent grace period of up to 34 days prior to the bill being rendered. Additionally, electric utility currently have a grace period after the bill is issued. An extension of the late fee grace period beyond current utilities practices would further expose utilities to revenue risk and would create a need to increase consumer deposits.	
3	Issue 135 - Update the list of ESP's (competitive service providers) on the ACC web site (i.e. Phaser Advanced Metering that is listed on the ACC web site has changed its name to Axon Competitive Solutions. Axon has recently gone out of business).	Evelyn Dryer	
		Per Erinn Andreasen, Commission Staff: The company should issue a filing for a cancellation of its CC& N. If the company fails to comply with various reporting requirements the Compliance Officer will initiate an order to show cause. This is the first step in determining whether a company's CC&N should be cancelled. When cancelled the company would be removed from the ACC website. Phaser (AXON) has indicated to Staff that they are in the process of creating the filing to cancel their CC&N.	

4	Discussion of comments on Chapter 21 MSP Performance Monitoring (Issue 61)	Evelyn Dryer	<p>CUC handed out position paper on their issues/concerns regarding issue 61.</p> <p>A vote was taken to uphold the vote done on Aug 22, 2001 PSWG meeting to approve MSP Performance Monitoring document to send to Utilities Director.</p> <p>SRP-yes APS-yes Co-op-yes TEP-yes Trico-yes CUC-no</p> <p>Action item: Evelyn to send MSP Performance Monitoring document to Utilities Director</p> <p>If there is a change to the Chapter 21 timeline, originally submitted on August 22, 2001, re-submit a new timeline to Evelyn by Dec 3rd.</p>
5	Discussion of the status of each PSWG approved document.	Stacy Aquayo	<p>Stacy Aguayo handed out a matrix <i>Approved State Direct Access Documents</i>. Per discussion she will add:</p> <ul style="list-style-type: none"> • <i>If applicable</i> in the Approved Commissioners column • Decision numbers to the waivers • Another column <i>Request for Revision in Progress</i> • A column that indicates the change control number, if there is a change in progress to the document. <p>PSWG members agreed to changes discussed and Stacy will update the matrix and send to Mary Ippolito for posting to the ACC website.</p>
6	Issue 103- Day of Removal	Evelyn Dryer	<p>TEP & APS - handed out their position paper</p> <p>CUC- Agreed with TEP position, but need 867 within 3 days.</p> <p>SRP - stated their position located in their MRSP protocols</p> <p>Action Item: Participants to review day requirement with their company and report at Dec 5th PSWG meeting.</p>

7	New Issues	Evelyn Dryer	<p>1) New Issue from APS: Any Communication with the ACC & the PSWG needs to be distributed to the participants on the PSWG list.</p> <p>Erinn Andreasen (ACC) suggested.. all communications regarding this matter be sent to the PSWG distribution list. Evelyn will create cover letter stating the distribution instructions.</p> <p>Whoever docket the item needs to get the distribution list from staff and attach it to the filing.</p> <p>2) Clarification to issue 131 per CUC: The manual work around proposed and accepted at the Sept 26th meeting does not require CUC to respond with all DASR fields. The notice method will be agreed upon between the ESP and CUC.</p> <p>3) How do we provide participants access to the latest version of processes and documents?</p> <p>As a solution Erinn (ACC) had suggested redline versions be posted to the ACC website and dated. Erinn will discuss with utility staff and legal division.</p>
8	Review Open issues and re-prioritize	Evelyn Dryer	Due to time restraints, item postponed to the next meeting.
9	Meeting Evaluation	Evelyn Dryer	The group provided feedback.
10	Set Next Agenda	Evelyn Dryer	The group set the next agenda.
11	Adjourn Meeting	Evelyn Dryer	The meeting was adjourned.

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

If a participant is unable to attend, please contact Evelyn Dryer, PSWG Chair to have the issue placed on a future meeting agenda. Edryer@tucsonelectric.com.

Participants at the November 14, 2001 PSWG meeting:

Name	Organization (new e-mail address, if appropriate)
Aguayo, Stacy	APS
Andreasen, Erinn	Commission Staff
Brown, Debbie	SRP
Cobb, Anne	Trico
Dryer, Evelyn	TEP
Flood, Kathy	SRP
Gillooly, Tony	TEP
Pichoff, Darrel	K. R. Saline
Renfroe, Shirley	Pinnacle West
Schenk, Jenine	APS
Taylor, Judy	TEP
Taylor, Paul	R.W. Beck / Citizens
Torkelson, LeeAnn	R.W. Beck / Citizens
Wallace, John	GCSECA
Wallis, Silvia	Trico (swallis@trico.org)