

MINUTES
Process Standardization Working Group Meeting

October 14, 2004 -- 09:00 a.m. to 4:00 p.m.
Grand Canyon State Electric Cooperative Association (GCSECA)
120 North 44th Street, Suite 100 Phoenix, AZ

	Topic	Lead	Anticipated Outcome
1	Welcome, Introductions, and Sign-in.	Evelyn Dryer	Evelyn Dryer welcomed participants to the full group session of the Process Standardization Working Group meeting. A sign-in sheet was circulated and participants introduced themselves.
2	Discussion of the non- interval estimation standards	Evelyn Dryer	Evelyn Dryer distributed the matrix spreadsheets:1) Estimation Situations and Customer Notifications (Version 7) and 2) Estimation Procedures (Version 7). Evelyn Dryer also distributed their additional comments and edits to the preliminary document called PSWG Estimation Report to ACC (Version 7). Participants provided feedback and additional comments or corrections on each matrix and the report to ACC.
3	Update from all participants and Staff	Evelyn Dryer	Participants did not have any new information.
4	New Items		Participants did not have any new items.
5	Meeting Evaluation		The group accomplished what they had intended to at this meeting. There were 2 homework assignments that need to be completed prior to next meeting: 1) Review 210 Rules and clarify what the rule covers 2) Review definitions and add to list 3) John Wallace will get comments from DEVC and Graham
6	Set Next Agenda and future meeting locations		The next meeting will be held on November 18th, 2004 at 9 am at GCSECA. Participants will be having further discussion on non-interval estimation.
7	Adjourn Meeting		The meeting was adjourned.

[illegible]