

Minutes

Process Standardization Working Group Meeting

Thursday, January 24, 2002, 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	Tony Gillooly	Tony Gillooly welcomed participants to the full group session of the Process Standardization Working Group meeting ("PSWG"). A sign-in sheet was circulated. Minutes from the December 5, 2001 meeting were approved.	
Announcements:			
Tony Gillooly shared with the group that Evelyn Dryer had spoken to Mr. Johnson, Director, Utilities Division, in reference to having a condensed PSWG group meeting with Mr. Johnson to discuss the direction of the PSWG prior to the next full group PSWG session. This condensed PSWG group will consist of one representative from each company. This meeting will be held on February 12, 2002, at 9:00 a.m. at the office of the Utilities Director. Each representative planning to attend should RSVP to Evelyn Dryer at edryer@tucsonelectric.com as soon as possible.			
Debbie Brown of SRP announced that this would be her last meeting. Debbie accepted another position within SRP.			
2 Group Discussion on Questions Issued by Commissioner Mundell, "developing issues in electric restructuring" (DOCKET No. E-00000A-02-0051).	Tony Gillooly	John Wallace, GCSECA, suggested that the PSWG take into consideration Commissioner Mundell's questions, "developing issues in electric restructuring" relating to competition before moving forward with the PSWG Master Issues List. The group discussed the possible outcome of the questions and how these questions could affect the direction to be taken by the PSWG.	

3 Master Issues List Reviewed and Method of Participation Determined.

Method of participation:

Participation – requires full participation/feedback (i.e. UDCs, providers).

UDC Participation – requires UDC participation/feedback only.

The group reviewed the Master Issues List and determined which issues could be dealt with, along with methods of participation. Types of participation proposed were participation, limited participation and UDC participation only. The group came to a consensus and opted to eliminate limited participation, therefore, determining whether issues required participation or UDC feedback only.

The issues on the Master Issues List were categorized as follows:

Issues requiring participation:

18, 30, 31, 41, 42, 47, 49, 50, 51, 52, 60, 78, 80, 85, 94, 99, 103, 104, 105, 110, 113, 116, 117, 118, 120, 121, 122, 125, 127, and 133

Issues requiring UDC participation only:

102, 106, 128, 129, and 130

Resolved issues:

25 – Based on approval of VEE Rules;

84 (not 85) – Staff confirmed that first and final bill waivers were submitted (Decision #64180);

101– Pending. In the process of being submitted to Utilities Director;

107– Document has been submitted to the Utilities Director and is pending approval;

109– MSP Worker Qualifications

119– Group agreed that this issue does not belong on the Masters Issue List (ESP being held to a higher standard and reporting self-slammings).

123– Made changes to DASR Handbook Version 2 (pending approval by the Utilities Director).

126– Stand-alone document already approved by the Utilities Director; and

131– Citizens has a “work-around” that has been approved by the Commission.

3 (Continued)
Master Issues List Reviewed and Method of Participation Determined.

New Issue:

133 – Unresolved Metering Handbook issues.

Updated Issue:

61 - Group agreed not to insert this section into the Metering Handbook. This section will be submitted and approved separately.

Action Items:

- Tony Gillooly will look into status of the MSP and MRSP Performance documents and implementation dates.
- Tony Gillooly will look into status of the forms on the Change Control Process document. This document will be resubmitted for approval at a later date once the PSWG group determines which form should accompany the Change Control Process document.
- Shirley Renfroe will draft documentation addressing Issue 102 (Modify 867 to meet VEE Rules).

4 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?

Tony Gillooly

The group discussed meeting every other month in order to attempt to resolve the five UDC issues requiring UDC participation. If necessary, the group is willing to meet more often.

Action Items:

- Stacy Aguayo will prepare the cover letter that will accompany the issues lists.

5 Categorized Each Issue with Type of Market Participation Required.

Tony Gillooly

Covered in Minutes (Item #3).

6 Meeting Evaluation

Tony Gillooly

The group provided feedback.

7 Set Next Agenda

Tony Gillooly

The group set the agenda for Thursday, March 21 . Stacy Aguayo (APS) will take minutes.

8 Adjourn Meeting

Tony Gillooly

The meeting was adjourned.

Participants at the January 24, 2002 PSWG meeting were as follows:

Name	Organization (new e-mail address, if appropriate)
Aguayo, Stacy	APS
Andreasen, Erinn	Commission Staff
Brown, Debbie	SRP
Cobb, Anne	Trico
Flood, Kathy	SRP
Gillooly, Tony	TEP
Keene, Barbara	Commission Staff
McArthur, Stephen	Mohave
Moyer, June	SRP
Pichoff, Darrel	K. R. Saline
Schenk, Jenine	APS
Scott, Barry	SSVEC
Taylor, Judy	TEP
Taylor, Paul	R.W. Beck / Citizens
Wallace, John	GCSECA