

Smart Metering Entity (SME) Licence Order Working Group Meeting Minutes – Meeting #10 – November 29, 2016

Representative	Organization	In attendance	Regrets
Doug Thomas	IESO, Steering Committee	X	
Sorana Ionescu	IESO, Steering Committee	X	
Mag Wadie	IESO, Co-Chair	X	
Michel Provost	Hydro Ottawa, Co-Chair	X	
Jim Murphy	IESO, WG Project Manager	X	
Gissella Lopez	IESO, WG Scribe	X	
Sejal Shah	IESO, Legal Counsel	X	
Adrian Pye	IESO, Regulatory Affairs		X
Krista Perry	Guelph Hydro	X	
Rob Rohr	Horizon		X
Tracy Manso	Entegrus	X	
Jennifer Gordon	Halton Hills Hydro	X	
John Dunne	Hydro One	X	
Sally Barakat	Hydro Ottawa	X	
Kevin McCauley	Kingston Hydro		X
Eddie Augusto	Powerstream		X
Andy Armitage	Thunder Bay Hydro		X
Warwick Tichbon	Toronto Hydro		X
Kevin Myers	Veridian	X	
Marianne Blasman	Waterloo North Hydro	X	
Geoff Visentin	Fortis Ontario		X
Afreen Khan	EDA		X
Justin Rangooni	EDA		X
Viive Sawler	OEB	X	
Irina Kuznetsova	OEB	X	
Richard Lanni	OEB	X	
Michael Beare	Ministry of Energy	X	
Ryan Zade	Ministry of Energy		X
Brett Smith	Ministry of Energy		X
Tim Short	Enbridge Gas		X
Tim Catton	Union Gas		X

Prior to reviewing the meeting agenda, Michel Provost, Co-Chair of the working group congratulated the IESO for being granted the renewal of the Smart Metering Entity licence for a term of 5 years.

He acknowledged the efforts of the SME's team and the commitment and hard work that was put into the OEB licence application, and quoted a section of the Order: *"The OEB acknowledges the joint effort and commitment made by the IESO, the SME, the LDCs, and all of the other participants of the working group, towards the successful implementation of the Order within such tight timelines."*

The Co-Chair also recognized the work that this working group accomplished over the last nine months, demonstrating a strong collaboration between all stakeholders with a common objective to ensure this initiative will be successfully implemented for the benefit of all the electricity consumers of Ontario.

He extended his gratitude to each and every one of the working group members for their contributions and their continued support of this project to date. Verbatim from the Co-Chair's introduction: *"The licence renewal was an important milestone for the implementation project, and as we will hear today, we are well on target to meet the second major milestone as the new data elements are being collected from many LDCs and the integration processes are progressing as planned."*

Review of the Agenda and Meeting Objectives

- The Co-Chairs reviewed the agenda; it was approved with no changes.

Review and Approval of Minutes from Meeting # 9

- The Working Group accepted the minutes with one additional comment: correction of the date quoted on page 2 for the validation of Postal Code by the MDM/R, as it should read 2017 as opposed to 2016.

SME Licence Renewal Update

- The SME explained that on September 30th, 2016 the licence renewal application was submitted, and subsequently on November 24th, 2016, the OEB issued Decision & Order EB-2016-0284 renewing the SME's licence for a 5 year term (until December 31st, 2021).
- The elements previously agreed upon in the working group: six character postal code, distributor rate class, commodity rate class and occupant change generalized to a single year, shall be collected by the Smart Metering Entity effective January 1st, 2017 from LDCs for each meter (modified where necessary to sufficiently render it non-personal information).
- An amendment to section 3.2 of the Smart Metering Entity Licence was included and quoted as follows:

- “The Licensee shall require licensed Distributors to provide information associated with each meter (modified where necessary to sufficiently render it non-personal information) as required by the Licensee in order to ensure that the Licensee is able to effectively and reliably carry out its mandate.”
- The SME is required to report to the OEB, annually, a summary of each licensed distributor’s compliance with providing the information required by the SME during the previous calendar year.
 - The OEB also found that its approval of the SME/LDC Agreement was no longer necessary.
 - An LDC inquired about the status and potential change to the SME-LDC agreement in light of the OEB announcement. The SME explained that the agreement would remain effective, at least, until the end of the 5 years of the SME licence, as it carries the terms of service, the technical terms and the contractual agreement between the LDCs and the SME. The SME is reviewing, with its legal and regulatory partners, the best approach for extending the agreement and it will be reviewing its approach with the SSC members and proceeding with the extension prior to December 31st, 2016.

Information and Privacy Commissioner (IPC) Update

- Following the concern raised to the IPC by a group of LDCs, regarding the re-identification risk to individuals who live in postal codes with a single residential dwelling, and the masking strategy proposed by the SME, the IPC issued a letter to the IESO on November 28th, 2016 to provide their comments on the Conceptual Phase of IESO’s De-identification Strategy for Smart Meter Data.
- The letter provides a background section that summarizes the inception of this project, summarizes the OEB Order and highlights privacy in the context of the Order. It further explains the strategy developed by the IESO, with the IPC’s consultation, to address the privacy requirements, as well as the de-identification strategy formed based on the conceptual re-identification risk assessment of the data to be collected. The IPC acknowledged receipt of the summary and full version of the report issued by the Privacy consultant contracted by the IESO.
- The IPC expressed their satisfaction, and endorsement of the data masking and de-identification recommendations. In their assessment, the IPC stated that these recommendations would render the additional fields of smart meter data, disclosed by LDCs to the IESO, non-personal information, subject to the following conditions, quoted below:
 1. *“The IESO will collect and store this information for a six-month period. It will not analyze the information or disclose it to any third parties during this time.*
 2. *After the six-month period, the IESO will reassess the re-identification risk of the smart meter data. Based on this data-driven assessment, it will update its collection practices, as needed, and develop a de-identification protocol for disclosures to third parties.*
 3. *The IESO will not make any decisions about further collection, use or disclosure of smart meter data until this office has reviewed the IESO’s updated de-identification strategy at the*

end of the six-month period.

4. *The IESO will continue to work with us to ensure that individual privacy is protected at all stages of the project.”*
- To a question from an LDC, the SME clarified that the collection of the data will continue during the review of the re-identification strategy (condition item 3), and that Privacy Analytics, the privacy expert is acting on behalf of the IESO hence access to the data is granted to them.
 - An LDC inquired whether the SME will provide feedback on the success of the LDCs’ masking of the Postal Code for single residential premises. The SME explained that it will not perform analysis to identify if single premises in unique six character postal codes have or have not been masked, as this will be the responsibility of the LDCs. It was further clarified that establishing rules, and communicating them, in terms of data aggregation will become relevant for Third Party Access.
 - A question was raised by an LDC as to whether the IPC may have been led to believe that there may be current plans to collect additional data elements over and above what is being collected through this OEB Order, and the SME explained that for this initiative there will be no additional data elements collected, and that the IPC wants to ensure the SME continues on this prescriptive privacy analysis path without contemplating changes to the agreed to set of data elements.
 - It was highlighted by an LDC that the accuracy, comprehensiveness and successful collection of the data elements will contribute to the decisions that will be made using the aggregated data, stressing that data completeness and quality are foundational elements given the impact of the decisions that might be made using this data. The LDC representative asked the SME to ensure that data anomalies are addressed, since quality data improves its value for analytical purposes.

New Data Elements Collection Progress and Reporting Update

- The SME presented the statistics related to the synchronization of the new data elements in the MDM/R.
 - As of November 28th, 2016: 53.36%, 53.25% and 63.64% of the active SDPs in the MDM/R contained a valid Distributor Rate Class, Commodity Rate Class and Valid Postal Code respectively.
 - In regards to the distribution of the LDCs and their progress, 17 LDCs have a complete set of data synchronized (more than 95% of their SDPs have the new elements), 6 have partially synchronized the new elements (between 70% and 95% of their SDPs), and 44 LDCs have less than 70% of their active SDPs with the new elements.
 - For Occupant Change, the number synchronized to date appears to align with the expected value in the industry, as corroborated by other LDCs, 2% to 3% of the synchronized SDP population.
- The SME continues to reach out to LDCs, as required, to ensure they remain on track to meet the timelines and offering up any support needed. It anticipates that the weekend of Dec 2nd and Dec 11th will be busy with more LDCs synchronizing the new elements.

- It was clarified that the statistics presented correspond to LDCs currently enrolled with the MDM/R. The SME is looking forward to working with Toronto Hydro as part of their project to enroll with the MDM/R.

Communications Calendar and Project Timeline Update

- In November a number of meetings took place updating LDCs on the status of this project: SSC meeting, Technical Panel, LDC Webinar.
- All communication and project activities have taken place as per the schedule.

LDC Support Update

- The Sandbox environment is still available for LDC testing.
- LDCs have been communicating with the SME through tickets, a total of 35 OEB Order Related tickets have been received to date.
- The SME has received requests to run a report at the SDP level for 3 LDCs with a small percentage of records that do not have the new elements. LDCs want to verify the cause for the discrepancy between their records and the Dashboard, and resolve it. The Report has been created in a testing environment, tested and it will be deployed on November 30th in production. It will be then provided to the requesting LDCs.

Meeting Conclusions, Next Meeting Planning

#	Date	Action
1	Nov. 30 th , 2016	Correcting and re-publishing minutes, changing a reference from 2016 to 2017.
2	Nov. 30 th , 2016	The SME will share the IPC letter with the Working Group Members
3	Dec. 31 st , 2016	The SME will review internally the best approach for extending the SME-LDC agreement, review the approach with the SSC, and execute accordingly.
4	Dec. 2016	The SME will provide the requested SDP reports for discrepancies between LDC records and the Dashboard (for LDCs who have completed their transition)

Next Meeting: December 15th, 2016	Time: TBD	Location: 120 Adelaide St West, Toronto
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