

# Smart Metering Entity (SME) Licence Order Working Group Meeting Minutes – Meeting #7– July 14<sup>th</sup>, 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	
Anita Joshi	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	
Brett Smith	Ministry of Energy	X	
Rebecca Teare	Ministry of Energy	X	
Tim Short	Enbridge Gas		X
Tim Catton	Union Gas		X

## 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 # 6

- The Working Group accepted the minutes with no additional comments.

## SME Synchronization Testing Update

- The development and testing of the code required for the implementation has been completed by the OSP and recently deployed to the testing environment for internal SME testing. Testing in the MDM/R Sandbox environment for LDCs remains on schedule for August 2016.
- The synchronization testing to establish a transition strategy for LDCs is on schedule to be completed by the end of July. Initial testing results suggest that LDCs with larger populations will need to transmit data for a group of SDPs at a time, however conclusive information will be provided upon the completion of the testing.
- LDCs will be informed of the transition strategy and the availability of the MDM/R Sandbox environment for their testing via a Quick Take and a general communication before the end of July and during a Webinar being scheduled for July 28<sup>th</sup>.

## Third Party Access Implementation Plan

- Recently, the SME has conducted several meetings to learn best practices of third party access from organizations such as Municipal Property Assessment Corporation (MPAC), Canadian Institute for Health Information (CIHI), and Statistics Canada. Their input will be used to develop the SME's approach for the Third Party Implementation Plan.
- The SME has defined a set of principles to guide the design of a Third Party Access Framework. They are founded on clear purpose and governance, operational effectiveness, data stewardship, and a commitment that there would be no impact to the current MDM/R billing functions.
- Further learnings and stakeholder input will be incorporated to help refine these principles and define in more detail a prudent, phased-in implementation model. As such, the SME will establish the plan with the following considerations:
  - Standard reports might be the outcome of the first phase of the plan, which, on-going, can also help to minimize the volume of requests. Custom requests can be managed when the system and resources are mature enough to handle them.
  - Creation of draft data sharing agreements effective for a set period of time, considering that they can be applicable to users or to requests.
  - Definition of potential use case scenarios and associated standard reports with the input of the OEB, LDCs, MoE, IESO, and other stakeholders
  - Potential types of requests as well as expected volumes
  - Processing timelines - based on the experience of other organizations, it is expected that analyzing and tailoring the request to the actual intended use is the most time consuming task, in some cases requiring

- iterative discussions. Guidelines can be set but actual experience is required.
- The processes around data destruction after use, various legal aspects, post audits, etc
- A member inquired if, once the system is mature enough, can requests that are currently being received by LDCs be fulfilled by the SME, as a cost effective solution for the LDC community given that they lack the organizational infrastructure to manage third party requests. The SME replied that it is a viable option. By having consistent and standard processes and systems, LDCs can benefit while third party organizations can be better served through a consistent process and are also subjected to a standard set of processes that govern the receipt, assessment, and accountability for data access. It was clarified that some requests will still have to be managed by LDCs since the SME might not have access or right to share additional data held by LDCs.
  - A question was tabled as to whether the SME intends to manage the planning and the implementation of Third Party Access through the use of existing resources or with the help of external consultants. The SME replied that for the planning phase it currently has the personnel required, but for implementation and on-going operation of the system an analysis of the processes will determine the additional resources required.

### **Communication Calendar Update**

- Communication activities are on schedule. A Webinar on July 28<sup>th</sup> has been added to the schedule, with the objective of providing an update to the LDC community of the progress to date and any actions required.
- New dates were added for the working group meetings:
  - October 6<sup>th</sup>, 2016
  - November 8<sup>th</sup>, 2016
  - December 15<sup>th</sup>, 2016
  - January 19<sup>th</sup>, 2017
- An in person province wide LDC event, that would cover the progress to date on the OEB order, along with other MDM/R updates is also being considered for September.

### **Project Timeline Status Update**

- All project tasks are on schedule.
- The Regulatory Activities section in the calendar is being removed as at this time it is no longer a requirement

## Meeting Conclusions, Next Meeting Planning

#	Date	Action
1	End July	LDCs to provide SME with examples of 3 <sup>rd</sup> party data requests currently received.
2	End July	SME to develop a transition strategy for LDCs synchronization of new data elements, readiness of MDM/R Sandbox for LDC testing and publishing of a Quick Take with the details.
3	July 28th	SME to conduct a Webinar to provide project status update to the LDC community.
4	Mid-End of August	SME to continue development of Third Party Access Implementation Plan: discussions with other organizations, development of processes, draft data sharing agreements and finalize Statement of Work for Phase II of the privacy analysis.

<b>Next Meeting: August 15<sup>th</sup> , 2016</b>	<b>Time: 9:30 am</b>	<b>Location: 120 Adelaide St West, Toronto</b>
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