

# Information Technology Standing Committee (ITSC)

## Minutes of Meeting

<b>Date held:</b> April 16, 2015	<b>Time held:</b> 9:30-11:30am	<b>Location held:</b> IESO Clarkson & Webinar
<b>Invited/Attended</b>	<b>Company Name</b>	<b>Attendance Status</b> (A)ttended; (W)ebinar
Duffy, Ryan	Black Stone Energy	A
Jayaraman, Jay	Enbridge	A
Robert, Denise	OPG	A
Dehghan, Farida	Ortech	A
Augusto, Eddie	PowerStream	A
Hilbig, Tom	Sygration	A
Carswell, Matthew	TEKsystems	A
Gillespie, Sean	Atlantic Power	W
Engen, Terje	Brady PLC	W
Beaudin, Anik	Brookfield Renewable	W
McClement, Richard	Bruce Power	W
Wu, Fang	Constellation	W
Crossley, Jason	Crossley & Associates	W
Crossley, Phil	Crossley & Associates	W
Turner, Drew	Emera Energy	W
Gehbauer, Monika	Enersource	W
Lombardi, Michael	Essex Power Services Corp	W
Bauder, Don	GDF Suez NA	W
Cheng, William	Hydro One	W
Kant, Xenia	Hydro One	W
Rosemary Dietrich	Inergi	W
Scribe: Please report any corrections, additions or deletions to <a href="mailto:stakeholder.engagement@ieso.ca">stakeholder.engagement@ieso.ca</a>		

All meeting material is available on the IESO web site at:

<http://www.ieso.ca/Pages/Participate/Stakeholder-Engagement/Standing-Committee/IT-Standing-Committee.aspx>.

### Welcome

Jason Grbavac welcomed attendees to the ITSC meeting and served as the meeting facilitator. A brief outline of the agenda and meeting protocol for Q&A were provided.

May 4, 2015  
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**Information Technology Standing Committee**  
Committee Chair: Bill Pettitt

## Refresh of the ITSC

One of the main objectives of this meeting was to revisit the Terms of Reference for the ITSC as well as the current makeup of the membership to ensure that the ITSC is relevant and providing value for both committee members as well as to support the IT work noted on the project roadmap. The following items were noted from members during the discussion on April 16 regarding the draft ITSC Terms of Reference:

- Meeting frequency should be greater than once per year
- The ITSC can be used to help facilitate change at the IESO
- The ITSC should consider including the strategy and plans in place for smart metering
- The ITSC should provide a forum for any member to present information that aligns with the terms of reference (to provide a two-way update of IT work underway)

The above feedback will be considered in the next draft of the terms of reference along with any additional feedback that members provide via email at [stakeholder.engagement@ieso.ca](mailto:stakeholder.engagement@ieso.ca).

### Committee Feedback & IESO Responses Timelines:

**Action:** All ITSC members are encouraged to provide feedback on the draft ITSC Terms of Reference by **May 7, 2015**.

**Action:** IESO to post and share with the ITSC the draft ITSC Terms of Reference which will include responses to feedback by **May 14, 2015**.

**Action:** Feedback on the draft ITSC Terms of Reference posted on May 14 will be collected until **June 2, 2015** at which point we will post final Terms of Reference on the ITSC web site.

**Action:** IESO to post final ITSC Terms of reference by **June 15, 2015**.

### **Interacting with the IESO**

Interacting with the IESO on various market and program functions requires reliable mechanisms for communication and connectivity. Rado Jovic presented an outline of these mechanisms; a summary of the discussion is included here for review: Comments and actions from for the various mechanisms are recorded in the following sections.

## **IESO Portal**

The portal provides single sign-on capability, with a launching point for participant applications and collaboration. Each of these capabilities will continue to be required in the future.

## **IESO Report Site**

The existing report site is being upgraded to improve performance and reliability. The upgrade functionality will not change from the previous site.

In addition the new report site is in the process of being tested in Sandbox.

A committee member suggested that the roll-out of the new IESO Report Site would be a valuable exercise to test at the ITSC to help participants understand how to use and integrate with the site.

**Action:** IESO will consider this request with the Stakeholder Engagement department to determine whether there is benefit to schedule a webinar to walk the ITSC participants through the capabilities and options for retrieving reports from the new IESO Reports Site.

The IESO Reports Site change initiative will allow participants a minimum of 6 months to access their respective reports before they are removed from the existing report site.

## **Online IESO**

The IESO has been using the Online IESO site to develop new applications and replace existing functions. The feedback from participants has been positive in regards to the rollout of Online IESO applications.

The ITSC was also made aware of the native mobile application for IOS and Android (Appian) that can is functional with Online IESO applications. This has not yet been actively promoted by the IESO.

A committee member raised a concern about the use of vendor provided applications and managing support for legacy systems.

Response: The IESO will continue to ensure that vendors provide the appropriate guarantees and security for applications related to their products to ensure the applicability and quality of the program applications.

## Open Data

The IESO has not yet decided on technologies and protocols used to support open data. The data that has been posted currently is available on the IESO web site in “csv” format.

A committee member suggested that we should look at the Green Button initiative as it is emerging as a standard for the secure transport of electronic energy information.

**Action:** Rado Jovic to review the Green Button initiative and report back on the applicability to open data for the IESO.

## Authentication and Authorization

The IESO is continuing to integrate new applications into the single sign-on environment as well as providing users with the ability to manage access to their data and the performance of specific actions on behalf of their organizations.

A new process will be introduced through the Online IESO to request that participants attest that the user access is appropriate. The committee noted that this is a valuable practice; however, a concern was raised in that individuals that assigned to the roles responsible for attesting user access in Online IESO are usually members of senior management and not accustomed to these types of activities.

Response: The IESO is aware of this concern and are addressing it through the release activities for the Registration Automation project.

## Project Roadmap

Bill Pettitt presented a roadmap of all of the projects that may impact market participants. The associated impact of the proposed change could be anywhere from a major change to market design (requiring participant process and tool changes) to a replacement of existing solutions (requiring participant support to validate that the change has no impact).

The Roadmap also indicates the current status and approvals of the project to ensure participants are aware of the precision of the timelines indicated on the roadmap.

- Identified – An assessment of needs and feasibility has occurred and the project has sufficient priority to proceed into planning. The project objectives, scope and schedule have not been crystalized.
- Planning – Project objectives and scope have been specified. Analysis of the impact of the change, procurement activities and project planning are underway. The schedule to deliver the changes is refined to reflect the available information.

- In Progress – The project implementation phase is underway. Project objectives, cost and schedule are commitments.

A participant requested that the project roadmap include key milestones (pertinent to participants) to help them identify resource requirements for involvement in the individual projects.

**Action:** Bill Pettitt to assess whether there is an effective way to collect the key milestones from the projects on the roadmap and present in a manner that supports participant needs.

**Action:** All members to identify the key milestones that the project roadmap would benefit from.

### **Release Management Process**

Kathleen McGinnis provided the committee with a description of the release management process. The various types of releases were identified along with the release calendar for the group to review. The presentation identified where the participants can access the information related to a certain release. For more information please visit the IESO IT Release Calendar webpage at <http://www.ieso.ca/Pages/Participate/Calendars/IT-Release-Calendar.aspx>.

**Action:** Stakeholders were invited to provide feedback on the existing Release Management process.

### **Wrap-Up and Next Steps**

Jason Grbavac thanked members for their participation and commitment to the ITSC. The interaction between the committee members was productive and will hopefully continue for future meetings.