

**Distribution System Code Development Task force
Agenda and Ideas for Discussion
Second Meeting April 28, 1999 10:00pm - 5:00pm**

Location: Ontario Energy Board offices

1. Appointment of a chairperson. (Please come prepared with expressions of interest, ideas and/or nominations.)
2. Presentation on the work of the PBR task forces.
3. Discussion of criteria for whether and how a subject should be addressed in the Distribution System Code (DSC).

Some ideas:

- a) Before setting forth criteria for including a subject in the DSC, we should be clear about what else will be in place. In particular, will Local Distribution Companies (LDCs) continue to have particular terms and conditions of service? If so, we would only include in the DSC items that require consistency across the Province and that are not adequately addressed in other documents applicable Province wide.
- b) Some possible criteria:
 - i) The area must be addressed to secure reliability and/or minimum power quality.
 - it will be important to keep in mind the reliability and power quality standards established as part of PBR.
 - ii) The areas must be addressed to assure safety.
 - we will always have to determine whether there is another agency with the responsibility to assure safety in the area in question, and if so, should be very clear about any additional requirements. We should also think about whether and how the Electrical Safety Code and Electrical Safety Authority does or may play a role in assuring safety.
 - iii) The subject must be addressed to assure non discriminatory access to the distribution system, and/or to facilitate competition.

- assuring non-discriminatory access to the distribution system is a requirement in most distribution licenses (in accordance with section 26 of the Electricity Act, 1998). By and large, this should be accomplished through direct access to customers in accordance with the retail settlement code. It may be necessary to address issues such as access to the distribution wires (other customers) by embedded generators and cogenerators that are too small to participate in the IMO. (We will have to coordinate with the retail settlement code (RSC) task force on this issue to make sure that we are not duplicating work that the RSC is undertaking. At first blush it would appear that the DSC should address only technical requirements for such equipment, and the RSC and Rate Handbook would address the financial effects.)
 - iv) The area should be addressed in the DSC in the interests of clarity.
 - we will have to discuss the extent to which we want the Codes to serve, in conjunction, as an organized series of documents that lay out, for the benefit of customers, retailers and LDCs, a road map of LDC obligations. At a minimum, we may want to err on the side of fairly exhaustive cross referencing.
 - v) Other criteria?
4. Further opportunity to review whether we have a comprehensive set of issues. Some additional areas that we may want to consider addressing in the DSC include:
- Supply conditions (this may be a part of the connection standards).
- Customer's obligations (we already began touching on this area last meeting, pointing out the need for LDC tools to address customers that are causing power quality problems).
- Utility property (boundary between utility and customer property, LDC rights to enter customer property to maintain their property -- references to the Energy Competition Act may suffice -- customer's obligations as to LDC property on their premises, etc.)

Outage policies (priorities, notices to customers, etc.)

Tree trimming.

Rate schedules and options (this might be no more than a clarification that utility services will be offered in accordance with rates approved by the OEB). LDC responsibilities for informing customers of available rate schedules.

Sub metering (describe the circumstances, if any, under which sub metering is allowed and set forth applicable terms).

Adjustments for metering and billing errors. (We should determine whether and how these issues have been or will be addressed by other task forces.)

Rights and responsibilities of LDCs and other stakeholders regarding unauthorized energy use.

Treatment of non-utility generation and co-generation that does not participate in the IMO. (As mentioned earlier, some aspects of the problem may be addressed in the Rate Handbook and the RSC.)

Minimum insurance requirements.

5. Continue the discussion of the issues to be included in the DSC addressing 1) whether there are standards for the issue today, where these are set forth (the documents codifying the requirements), the extent to which the issue is dealt with consistently across the province, the need for achieving consistency and the difficulty of doing so.
6. Discuss priorities.
 - A) We should identify whether, among the issues that we have determined should be addressed in the DSC, some must be resolved sooner rather than later in order to allow LDCs and other stakeholders to prepare for the competitive market. In particular, issues that will require significant IT support should be addressed sooner rather than later. Other reasons may also justify priority treatment.
 - b) Next we should identify the issues of most significance, and assess whether they are likely to require significant effort to resolve. I would

recommend addressing the most significant issues first so that we are able to give them adequate time and attention.

7. Approach. We should discuss the best way to address each of the high priority issues. We should identify whether we should have an initial in depth discussion of the issue as a task force. If so, what information would be necessary to have a fruitful initial discussion, and who can best obtain it? Would it be better to charge one person or a sub group to develop the issue, and make a presentation of problems and alternatives?
8. Based on 5-7 above, sketch out a work plan with target dates for initial discussions or presentations of issues and their resolution. We should also preliminarily identify volunteers for the tasks to be addressed in the next several meetings.