**Minutes – March 7, 2016 9:00 AM**

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| **Attendee** | **Representing**: |
| Angela Monroe | Maine PUC |
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| ***Utilities:*** |  |
| Lori Omlor | Emera Maine |
| Nola | Emera Maine |
| Sue Clary | Central Maine Power |
| *Ann Goucher* | Central Maine Power |
| Chrissy DeLoughrey Adrian | Central Maine Power |
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| ***EDI Providers*** |  |
| Deborah Croce | ECI |
| Kim Wall | PPL Solutions |
| Monica Neibert | ESG |
|  |  |
| ***Suppliers:*** |  |
| Debbie Rabago | Ambit |
| Kristen Joseph | Electricity Maine |
| Dan Kuehl | Electricity Maine |
| Muriel LeClerc | Electricity Maine |
| Christine Hughey | Constellation |
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1. **Roll Call**

**Action Items:**

* Dan Kuehl to update change control request in relation to issues with Net Metering. Add 814C. Due by Monday 5/23 for distribution. 1 week comment period.
* Kim Wall to update/redistribute change control for 867 DTM186 Service Period Start Date and draft new change control for 814C effective date

**Change Controls:**

1. **Net Metering Indicator/Facts**

Determined needed on 810 as well as on Enrollment response. Also send a Change when added or removed. Dan to update to add elements for adding/removing. CMP to implement with their billing system conversion June 2017. Emera to implement in 2017

1. **Billing Address format from CMP.**

Kristen Joseph of Electricity Maine presented examples with leading zeros and extra spaces resulting in returned mail. CMP advised this is an issue with the legacy system. Their conversion will resolve.

Also mentioned was lack of Service Address on the 814 Seamless Move. Kristen Joseph will draft change control to add N1\*8R

1. **Service Period Start Date on CMP 867H**

PPL submitted request to have CMP add this as part of their system upgrade. EMERA is already sending. DTM\*186 is listed on the IG with verbage “May send service period only”. Change control will remove this comment. CMP to implement with their billing system conversion June 2017. Emera to implement in 2017

1. **Effective Date on LDC change requests and responses.**

PPL will submit change control. CMP to implement with their billing system conversion June 2017. Emera to implement in 2017

**Other topics:**

* Sue Clary advised market participants to provide any other issues of note to be considered as part of the CMP billing system conversion. Due by end of May.
* CMP advised that testplans regarding billing system conversion will be discussed during August meeting. Testing slated to begin in October

**ME EBT upcoming meetings:**

* Wednesday, August 17th @ 10:00 AM
* Wednesday, November 16th @ 10:00 AM