

BOARD STAFF INTERROGATORY #13

INTERROGATORY

Reference: Exhibit A, Tab 1, Schedule 3, p. 17

Preamble:

Enbridge states: Other examples that contributed to a less than transparent and credible process included:

- Refusal to record meeting minutes to capture key decisions (despite suggestions from the utilities to do so);
- Failing to track and follow-up on meeting action items;
- Questions and decision points that went unanswered creating uncertainty; and,
- A refusal to provide clarity and transparency regarding budgets and spending for the EM&V related activities.

Questions:

- a) In order to capture both key decisions as well as action items, as of August 15, 2017, OEB Staff develop and distribute a list of these important meeting takeaways following each weekly EAC meeting. Please describe why Enbridge Gas believes recording key decision and action items is insufficient.
- b) Please confirm that Enbridge Gas had an Audit Committee that undertook the annual evaluation of DSM results in 2012 to 2014, which included utility representatives and intervenor members.
- c) Please confirm whether its Audit Committee kept minutes and action items that were circulated to the Audit Committee for approval after each meeting, and filed them online.
  - i. If so, please provide a sample of those minutes and action items.
  - ii. Please provide samples of other documentation, such as comment matrices, that the Audit Committee developed to ensure all committee members' comments were addressed.

Witnesses: D. Bullock  
D. Johnson

RESPONSE

- a) The practice of documenting and distributing Action Items was not in place until August 15, 2017, towards the end of the evaluation and verification of the 2015 program year, after significant pressure from the utilities who called for the implementation of documenting meeting minutes and developing an EAC charter. Enbridge believes the introduction of the Action Item Summary is a positive step however the Company still maintains that the practice of minuting meetings should be adopted. It is Enbridge's opinion that maintaining complete and accurate minutes is an important component of a properly functioning committee, and only recording key decisions and actions items does not fully record the depth of issues and viewpoints discussed in these meetings.
- b) Confirmed. Enbridge had an Audit Committee in conjunction with each of the 2012, 2013 and 2014 program years whose responsibility it was to oversee the management of the respective annual audits. In addition to utility representation, the Audit Committee included three intervenor representatives elected by the DSM consultative.
- c) Enbridge confirms that the auditor was tasked with recording meeting minutes, capturing items of agreement and circulating minutes to the Audit Committee following each meeting / call.
  - i. Attached is an example of meeting minutes distributed by the auditor to the Audit Committee during the 2014 annual DSM audit process.
  - ii. Audit Committee members provided comments on documents, including draft verification reports throughout the process. Comments were reviewed and discussed during conference calls / meetings with the Audit Committee, the auditor and the CPSV verifiers were required, and comments were addressed accordingly.

Witnesses: D. Bullock  
D. Johnson