HEA Agenda
Columbia Gas and Community Action Kentucky
Exhibit D – Data Exchanges
October 14, 2020

Purpose: Discuss Request, Response and Removal electronic file criteria to ensure needed programming is in place for data sharing before startup of CKY's EAP Program.

Request File

    i. Utility Account Number (Unique identifier for the Utility)
    ii. Name on Account (optional)
    iii. Program Type (This is critical for utilities that provide Baseload, All-electric and Donation Programs)
    iv. Request Type
        a. A(Enroll)
        b. R(emove)

1-Previous programming file transmitted what information?

2-Date CAK will send their first file?

3-How many files should CKY expect from CAK each month? Daily or weekly files?

4-Last day of the month the electronic file can be submitted during the program enrollment months (Nov-Feb)?

Response File

    i. Utility Account Number (Unique identifier for the Utility)
    ii. Name on Account (optional)
    iii. Program Type (This is critical for utilities that provide Baseload, All-electric and Donation Programs)
    iv. Response Type
        a. E(nrolled) in response to A(Enroll)
        b. R(Rejected) in response to A(Enroll) or R(emove) – will require reason
        c. M(emoved) in response to R(emove)
    v. Date
    vi. Reason Codes

Removal File

    i. Name on Account
    ii. Program Type (electric, base load, etc)
    iii. Reason
    iv. Date

HEA Agenda
Columbia Gas IT, Regulatory and Customer Programs Groups
Exhibit B – Operations and Terminology
Exhibit D – Data Exchanges
October 20, 2020

Purpose: Discuss Request, Response and Removal electronic file criteria to ensure needed programming is in place for data sharing before startup of CKY's EAP Program.

New Home Energy Assistance Program as a result of the Commission Order in Case No 2019-00366.

EAP Surcharge .30 per meter per billing period

One common Administrator-Community Action Kentucky

CKY Pool 2020-2021 $726,000

Slots-1210

Request File

   i. Utility Account Number (Unique identifier for the Utility)
   ii. Name on Account (optional)
   iii. Program Type (This is critical for utilities that provide Baseload, All-electric and Donation Programs)
   iv. Request Type
       a. A(Enroll)
       b. R(emove)

1-Previous programming file transmitted what information?

2-Date CAK will send their first file?

3-How many files should CKY expect from CAK each month? Daily or weekly files?

4-Last day of the month the electronic file can be submitted during the program enrollment months (Nov-Feb)? 23rd

Response File

   i. Utility Account Number (Unique identifier for the Utility)
   ii. Name on Account (optional)
   iii. Program Type (This is critical for utilities that provide Baseload, All-electric and Donation Programs)
   iv. Response Type
       a. E(nrolled) in response to A(Enroll)
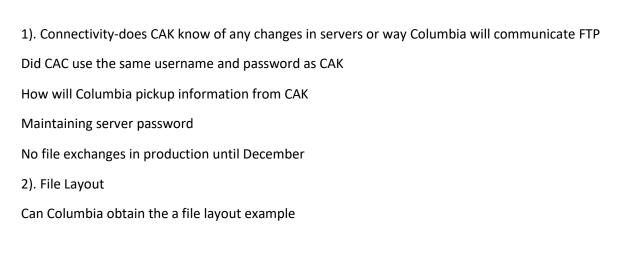   b. R(Rejected) in response to A(Enroll) or R(emove) – will require reason

      c.   M(emoved) in response to R(emove)

v. Date

vi. Reason Codes

Removal File

i.   Name on Account

ii.   Program Type (electric, base load, etc)
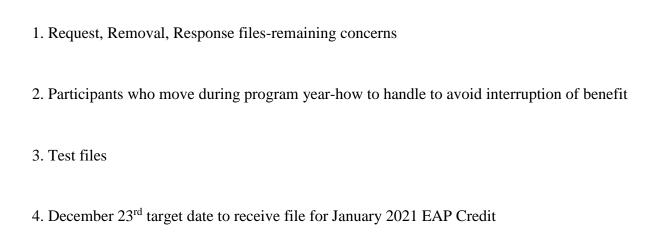
iii. Reason

iv. Date

HEA Agenda
Columbia Gas and Community Action Kentucky
November 17, 2020

Purpose: Discuss connectivity of file transmissions and file layouts.

1). Connectivity-does CAK know of any changes in servers or way Columbia will communicate FTP

Did CAC use the same username and password as CAK

How will Columbia pickup information from CAK

Maintaining server password

No file exchanges in production until December

2). File Layout

Can Columbia obtain the a file layout example

3). Business rules behind the item of removed accounts by Operating Agency

4). Slot update from 1209 (input error) to 1210 to align with Attachment A of Columbia's Contract

HEA Agenda
Columbia Gas and Community Action Kentucky
December 1, 2020

1. Request, Removal, Response files-remaining concerns

2. Participants who move during program year-how to handle to avoid interruption of benefit

3. Test files

4. December 23rd target date to receive file for January 2021 EAP Credit

HEA Agenda
Columbia Gas and Community Action Kentucky
December 17, 2020

1. Feedback/Issues with Response file (old Accept/Reject file) which was sent back to CAK by Columbia

2. Request CAK send next test file to CKY's server

3. More testing with files-timeline? Can CAK send actual data on a file for review?

4. Anymore more discussion related to removals?

HEA Agenda
Columbia Gas and Community Action Kentucky
May 11, 2021

2021 EAP Year-End Discussion

1. Enrollment statistics

2. County Slot Allocations-did they seem appropriate based on program demand

3. Waitlist Process

4. Any File exchange issues noted during program

5. Additional programming needs/requests

6. Types of assistance available for customers with debit balances

7. Local CAC Training and Support for 2022 Program Year

8. Promotion of Program in Community

9. Commission Reporting-due August 15, 2021

10. Next steps