
Overview of the Pre-Hearing Conference

Judge Charles E. Rainey, Jr.
Administrative Law Judge
Pennsylvania Public Utility Commission
July 2005

Role of the Administrative Law Judge

- Efficient conduct of the case
- Fact Finder
- Law Interpreter
- Decision Maker (initial or recommended)

PRE-HEARING CONFERENCE NOTICE

Tom Jones v. Consolidated Electric Company

This is to inform you that a prehearing conference on the above-captioned case will be held as follows:

Type: **Initial In-Person Pre-Hearing Conference**

Date: **Thursday, June 30, 2005**

Time: **10:00 a.m.**

Location: **Hearing Room 1**
[Detailed building and street address]

Presiding: **Administrative Law Judge Charles E. Rainey, Jr.**
[Detailed building and street address]
[Telephone and Fax numbers]

If you are a person with a disability, and you wish to attend the hearing, we may be able to make arrangements for your special needs. Please call the scheduling office at the Public Utility Commission: *[Telephone number]*

AT&T Relay Service number for persons who are deaf or hearing-impaired: *[Tel. number]*

PREHEARING CONFERENCE ORDER

- A prehearing conference pursuant to 52 Pa. Code §5.222 will be held on _____, 2005.
- In preparation for the prehearing conference, submit to me and serve on the other party a prehearing conference memorandum. Your prehearing conference memorandum must be in my hands and the hands of the other party by 4:00 p.m. on _____, 2005.

Prehearing conference memorandum must include:

- 1) The status of any settlement discussions;
- 2) Any admissions or stipulations;
- 3) The status of discovery;
- 4) Proposed discovery rules;
- 5) A proposed schedule for discovery;
- 6) The factual issues to be addressed in this case;
- 7) The legal issues to be addressed in this case;
- 8) The names, titles and business addresses of each witness;

Prehearing conference memorandum (continued):

- 9) The issues each witness will address;
 - 10) A proposed hearing schedule;
 - 11) A proposed briefing schedule;
 - 12) Any other pertinent information.
-
- The parties are encouraged to communicate with each other and arrive at mutually acceptable proposals. A representative of the parties may call me regarding the dates that I am available for hearings in this case.

PREHEARING ORDER

- A prehearing conference was held in this proceeding on _____, 2005. The presiding officer was Administrative Law Judge Charles E. Rainey, Jr. Present were: _____
- During the course of the prehearing conference, the parties were directed to: (1) arrange to have a meter, appliance and foreign load test conducted at the property; and (2) arrange to determine whether Complainant is eligible for enrollment in Respondent's customer assistance program.
- A settlement conference or hearing will be held on _____, 2005.

ROLE PLAYING

- *Utility executive's role played by:*
Judge Angela Jones
Administrative Law Judge
- *Consumer Complainant's role played by:*
Herbert R. Nurick
Mediation Coordinator