



North American Energy Standards Board

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via email and posting

TO: NAESB Executive Committee Members, Annual Plan Coordinators and Posting for Interested Parties

FROM: Rae McQuade, Executive Director

RE: Annual Plan Subcommittee Conference Call Final Minutes – February 11, 2003

DATE: February 14, 2003

**NORTH AMERICAN ENERGY STANDARDS BOARD
ANNUAL PLAN SUBCOMMITTEE CONFERENCE CALL
February 11, 2003
10:00 a.m. to noon, CST**

1. Welcome

Mr. Buccigross welcomed participants and announced Mr. Zavodnick would lead the conference call. Mr. Buccigross gave the antitrust advice. Mr. Zavodnick called the roll by quadrant. Ms. Chezar moved, seconded by Mr. Moran, to adopt the agenda. The agenda was adopted without modification. Mr. Moran moved, seconded by Mr. Novak, to adopt the minutes from the February 3, 2003 APS conference call, as written. The minutes were adopted unanimously.

2. Review of 2003 Retail Electric Quadrant and Retail Gas Quadrant Annual Plans to determine if there are items that require Joint Quadrant activity

Mr. Zavodnick initiated discussion of the 2003 Retail Electric Quadrant (REQ) Annual Plan and 2003 Retail Gas Quadrant (RGQ) Annual Plan. Mr. Zavodnick noted the following items do not appear to overlap: 1) 2003 RGQ Annual Plan Items 1, Inventory Existing Natural Gas Practices within States, and 9, Examine Wholesale gas Quadrant Non-EDM Standards; and 2) 2003 REQ Annual Plan Items 5 - Retail Meter Data Validation, Editing & Estimating, 7 - Load Profiling, 11 - Settlement Process, 13 - Technical Electronic Implementation Standards-Billing & Payments, 14 - Technical Electronic Implementation Standards-Customer Enrolling and Switching, 15 - Technical Electronic Implementation Standards-Metering, 16 - Technical Electronic Implementation Standards-Load Profiling, and 17 - Technical Electronic Implementation Standards-Customer Information. Ms. Alexander noted the bulk of the substantive work is clearly related. Mr. Novak suggested coordination of work between the RGQ and REQ at the Joint RGQ/REQ EC session during the February Executive Committee meeting.

Participants discussed the potential coordination at the Joint EC session. Key issues included the APS role in that process. In particular, Ms. Chezar suggested the results of the Joint EC session be sent to the APS for further review as to potential overlap with the wholesale quadrants. Further, she noted the APS is charged with reporting the potential overlap of 2003 Annual Plan items. Ms. Chezar expressed concern for the resource constraints of the organization.

Mr. Buccigross reminded participants the charge of the APS was to highlight cross-quadrant issues for the Executive Committees. However, Mr. Buccigross said moving forward the coordination would be prospective, so that cross-quadrant issues could be defined during annual plan development, prior to Board approval. Mr. Buccigross noted coordination across quadrants is a new process. Ms. Chezar concurred the goal was developing a procedure for



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future annual plan coordination. Ms. Chezar said her comments were focused towards the process for next year.

Meeting participants discussed each item of the 2003 RGQ Annual Plan and 2003 REQ Annual Plan to identify common items. During discussion, participants noted items common to each annual plan, as well as items on one annual plan that were absent from the other annual plan but could be issues. For efficiency, all items were discussed prior to the development of a motion requesting addition to the list of cross-quadrant issues to be presented to the Executive Committees.

During discussion some concern was expressed that each of the quadrants had developed their individual annual plans, and in some cases intentionally left line items out. For several of those items, the delineated tasks from one quadrant will be performed as part of the comprehensive work plan of the other. Additionally, there was some stated concern that the delineated item of standards inventory on the 2003 RGQ Annual Plan would be completed before other standards development work would be begun. Mr. Novak assured meeting participants that was not the intent of the RGQ. EDM was discussed again. At the conclusion of discussion, it was decided there was no immediate need to modify the motion to add EDM to the list of cross-quadrant issues to be presented at the Executive Committee meeting, as adopted in the February 3 meeting.

Mr. Novak moved, seconded by Mr. Jansen, to add the following items from the RGQ and REQ annual plans to the list of items for joint Retail Gas-Retail Electric Quadrant activity, with the detail and degree of coordination to be worked out over the next 18 months: Billing & Payments; Creditworthiness Standards; Customer Enrollment & Switching; Supplier Licensing; Retail; Customer Information; Customer Inquiries; Market Participant Interactions; Electronic Delivery Mechanisms; and Inventory Existing Natural Gas Practices within states. Mr. Novak's motion passed without objection.

Mr. Moran moved, seconded by Ms. Rehman, to add the following item from the REQ annual plan to the list of items for joint Wholesale Electric-Retail Electric Quadrant activity, with the detail and degree of coordination to be worked out over the next 18 months: Settlement Process. Mr. Moran's motion passed without objection.

3. Schedule future meetings

February 28, 2003 from 9:30 a.m. to 11:30 a.m. CST; topic: cross-quadrant glossary, WEQ electricity trading day, and creditworthiness.

4. Other Business

No additional business was discussed.

5. Adjourn

Mr. Zavodnick adjourned the call at 11:30 a.m. CST.



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6. Meeting Attendees:

| Name | Company | Notes** |
|-------------------|--|----------------|
| Barbara Alexander | State of Maine Public Advocate | REQ |
| Mariam Arnaout | AGA | U |
| Jim Buccigross | Group 8760 | APS Chair, WGQ |
| Dolores Chezar | KeySpan Energy | WGQ Co-chair |
| Randy Corbin | Ohio Consumers' Counsel | U |
| Ed Davis | Entergy | WEQ Co-chair |
| Theresa Hess | Reliant Energy Retail Services | REQ Co-chair |
| Gary Jackson | Tennessee Valley Authority | WEQ |
| Joe Jansen | Public Service Electric & Gas Co. | RGQ |
| Annunciata Marino | PA Public Utility Commission | U |
| Terry Moran | PSE&G | REQ |
| Les Nishida | Wisconsin Public Service Corp. | RGQ |
| Mike Novak | National Fuel Distribution Corporation | RGQ |
| Todd Oncken | NAESB | Administrative |
| Barbara Rehman | Bonneville Power Administration | WEQ |
| Tom Ringenbach | American Electric Power | WEQ |
| Keith Sappenfield | EnCana Corporation | U |
| Alexander Sarafin | NiSource | RGQ |
| Joe Stengel | PSE&G | RGQ |
| Julie Voeck | American Transmission Company | U |
| Randy Young | Gulf South Pipeline | WGQ |
| Steve Zavodnick | Baltimore Gas & Electric | RGQ Co-chair |

**** Please note that unless specified by the individual in the meeting, some of the participants' companies are members in several quadrants. Some assumptions were made in the assignment by the NAESB office in preparation of these minutes, but it is preferable the participants self declare during the meeting should such declaration be needed - the designations shown above are questionable. Non-members should also self declare quadrant. Those parties marked with a U did not declare quadrant affiliation during the meeting.**