



# North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: [naesb@aol.com](mailto:naesb@aol.com)

Home Page: [www.naesb.org](http://www.naesb.org)

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**via email and posting**

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

**FROM:** Todd Oncken, NAESB Staff

**RE:** Annual Plan Subcommittee Conference Call Draft Minutes – February 28, 2003

**DATE:** March 15, 2003

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**NORTH AMERICAN ENERGY STANDARDS BOARD  
ANNUAL PLAN SUBCOMMITTEE CONFERENCE CALL  
February 28, 2003  
9:30 a.m. to 11:30 a.m. CST**

**1. Welcome**

Mr. Zavodnick welcomed participants. Mr. Oncken gave the antitrust advice. Participants introduced themselves. Mr. Novak moved, seconded by Ms. Chezar, to adopt the draft agenda as written. Absent objection, the draft agenda was adopted unanimously. Mr. Buccigross moved, seconded by Mr. Novak, to approve the minutes of the February 11, 2003 Annual Plan Subcommittee (APS) meeting, as written. Absent objection, the February 11 minutes were approved unanimously.

Mr. Zavodnick reminded participants the goal for the meeting was to identify issues that might require cross-quadrant consideration. Further, Mr. Zavodnick stated the APS would not be changing any quadrant's annual plan, since that is the purview of the Executive Committee. Mr. Buccigross concurred with these statements.

**2. Potential Multi-Quadrant Issues: Cross Quadrant Glossary, WEQ Electricity Trading Day, and Creditworthiness**

Cross Quadrant Glossary

Mr. Zavodnick informed the APS that discussion of a common NAESB Glossary originated in the Retail Electric Quadrant (REQ). Participants discussed the concept of a common glossary. As a threshold issue, Ms. Chezar asked if a common glossary was a REQ annual plan item. Ms. Hess confirmed the topic of a glossary was addressed in a footnote of the REQ annual plan. It was noted the REQ established a Glossary Subcommittee at the February Executive Committee meeting. As a representative from the REQ, Ms. Hess explained how the REQ envisions the common glossary would function, noting the glossary would contain standards definitions, not be a data dictionary.

As the REQ and Retail Gas Quadrant (RGQ) decided during the February Joint REQ/RGQ Executive Committee meeting to coordinate the work of their Customer Processes Subcommittees and Supplier-Utility Interface Subcommittees, participants generally felt it would be advisable for RGQ to participate in the common glossary, since decisions of the glossary would directly affect RGQ standards development efforts.

Mr. Dotterweich moved, seconded by Mr. Novak, that the Retail Electric Quadrants glossary activity be referred to the Retail Gas Quadrant for consideration as it appears to have a lot of impact on both, and the Wholesale Electric Quadrant and Wholesale Gas Quadrant be made aware of the activity. Absent objection, the motion passed unanimously.



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### WEQ Electricity Trading Day

Mr. Zavodnick informed the APS that development of an electricity trading day is a Wholesale Electric Quadrant (WEQ) 2003 Annual Plan item. Mr. Zavodnick noted the concept of an energy trading day has been discussed, and this would be a natural extension of that WEQ annual plan item. Ms. Chezar stated development of an energy day is a provisional item on the Wholesale Gas Quadrant (WGQ) 2003 Annual Plan. Given that several states have adopted the GISB timelines, Mr. Novak stated this topic also impacted the retail quadrants.

Mr. Novak moved, seconded by Mr. Dotterweich, this item be referred to the four quadrants for consideration as a common issue. During discussion, participants explored whether the item referred to a trading day, or some broader concept. Mr. Novak asserted the base discussion is scheduling timelines. For clarity, Mr. Novak revised his motion to read: "WEQ Annual Plan item Electric Trading Day should be considered jointly with the WGQ's provisional Annual Plan item of Energy Day in that consideration of the issue should be a four quadrant issue." Mr. Dotterweich accepted the modification to the motion. Absent objection, the motion passed unanimously.

### Creditworthiness

Mr. Zavodnick noted a creditworthiness item appears on each Quadrant's annual plan. WGQ representatives asserted the WGQ item was distinct since it is driven by a directive from the FERC. Mr. Novak stated the results reached by both retail quadrants will likely be similar.

Mr. Novak moved, seconded by Ms. Chezar, that the APS notes that creditworthiness annual plan items appear on all quadrant annual plans permitting each quadrant to act independently on the issue. At this point in time each of the quadrants should monitor the need to coordinate with any of the other quadrants. If warranted, affected quadrant Executive Committees should take multi-quadrant action to create the degree of coordination necessary. Absent objection, the motion passed unanimously.

Participants discussed the method by which the APS results would be presented to the each Quadrant Executive Committee at the April meetings. Ms. Chezar suggested the report contain the language of each motion. Other participants asserted that the co-chairs should have some latitude in presenting the report, just as with all subcommittee reports.

### **3. Calendar of Future Meetings**

Mr. Zavodnick noted this meeting completes the APS assessment of the 2003 Annual Plans for potential cross-quadrant items. Participants agreed the remaining tasks of the APS were: 1) review of the 2004 Annual Plans prior to Board review and approval of those plans; and 2) update Mr. Buccigross on each Quadrant's progress with respect to the annual plan items prior to each Board meeting. As the tasks were divergent, it was suggested to schedule meetings for each topic.

For the quarterly review of annual plan progress, it was decided the APS would meet approximately two weeks prior to each Board meeting. Mr. Zavodnick and Mr. Buccigross will coordinate the timing of these meetings with the NAESB Office.

For 2004 annual plan coordination, Ms. Chezar suggested the APS create a timeline for completion and submission to the Board. Mr. Buccigross stated the easiest way to time this would be to work backwards from the deadline. Mr. Buccigross proposed to examine the dates and prepare a proposed timeline. The APS will hold a conference call on April 4 from 10:00 a.m. to noon CST to discuss the proposed timeline for development of 2004 Annual Plans.



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## 4. Other Business

No additional business was discussed.

## 5. Adjourn

Mr. Zavodnick adjourned the call at 11:00 a.m. CST.

## 6. Meeting Attendees:

Name	Company	Notes**
Mariam Arnaout	AGA	U
Jim Buccigross	Group 8760	APS Chair, WGQ
Christopher Burden	Williams Gas Pipeline	U
Dolores Chezar	KeySpan Energy	WGQ Co-chair
Steve Cobb	Salt River Project	RGQ
Dale Davis	Williams Gas Pipeline	WGQ
Andy Dotterweich	Consumers Energy	WEQ
Mark Gracey	Tennessee Gas Pipeline	WGQ
Bill Griffith	El Paso Western Pipelines	U
Theresa Hess	Reliant Energy Retail Services	REQ Co-chair
Joe Jansen	Public Service Electric & Gas Co.	RGQ
Alan Johnson	Mirant	WEQ
Marcy McCain	Duke Energy Gas Transmission	RGQ
Annunciata Marino	PA Public Utility Commission	U
Terry Moran	PSE&G	REQ
Mike Novak	National Fuel Distribution Corporation	RGQ
Todd Oncken	NAESB	Administrative
Tom Ringenbach	American Electric Power	WEQ
Keith Sappenfield	EnCana Corporation	WGQ
Kim Van Pelt	Panhandle Eastern Pipe Lines	WGQ
Julie Voeck	American Transmission Company	WEQ
Charles Yeung	Reliant	WEQ
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.**