



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002
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Home Page: www.naesb.org

TO: NAESB Board of Directors, Posting for Interested Industry Participants
FROM: Todd Oncken, NAESB Deputy Director
RE: Final Minutes from the NAESB Board of Directors Meeting – June 26, 2003
DATE: July 1, 2003

**NAESB Board of Directors Meeting
Thursday, June 26, 2003
9:00 a.m. – 12:30 p.m. Central
Final Minutes**

1. Welcome & Administrative Items

Mr. Haynes called the meeting to order. Mr. Costan gave the antitrust advice. Ms. McQuade called the roll of Board members. Mr. Haynes recognized new Board members Mr. Woodward, Mr. Landrum, Mr. Sappenfield, and thanked Mr. Gent, President of the North American Electric Reliability Council for his participation in the meeting.

Mr. Boswell moved, seconded by Mr. Pfeifer, to adopt the agenda as drafted. The motion passed unanimously. Mr. Boswell moved, seconded by Mr. Williams, to adopt the draft minutes of the March 20, 2003 Board of Directors meeting, as drafted. The motion passed unanimously.

2. Executive Director's Report

Ms. McQuade gave the Executive Director's Report. Topics included: 1) Department of Energy Work with NAESB on the Review of EDM Standards; 2) Data Interchange Standards Association Appeals Efforts; 3) Monthly Update Calls – 'At A Glance'; 4) Changes to the NAESB web site; 5) Membership Report; and 6) Annual Meeting Report.

Department of Energy Work with NAESB on the Review of EDM Standards: Ms. McQuade stated the US Department of Energy (DOE) is pursuing funding to review NAESB's wholesale gas technical standards with Sandia Labs. Ms. McQuade noted the review would encompass analysis of the standards for performance, security, scalability and applicability to the other energy markets – wholesale electric, retail electric and retail gas. She noted this would be the second time Sandia Labs has performed such an analysis.

Data Interchange Standards Association Appeals Efforts: Ms. McQuade stated NAESB is a member of the Data Interchange Standards Association (DISA), the standards organization responsible for the ANSI X12 standards, which NAESB uses in the development of approximately 50 NAESB business standards. Ms. McQuade informed Board members that DISA recently created an Energy Task Force as a part of the X12 Financial Subcommittee. She said NAESB opposed the creation of the task force, since it could mean increased participation and allocation of NAESB resources to DISA efforts, and has formally appealed the formation of the Energy Task Force. Additionally, she noted only 5 of the 400 DISA member organizations are in the energy industry, the majority of which opposed the creation of this task force. The appeal focuses on the process DISA used to establish the task force. Ms. McQuade stated a response on the appeal is expected on July 8. Ms. McQuade stated an ideal response to the appeal would be an assurance that NAESB would not have to work through additional subcommittees to maintain its standards. It was noted the next step after an unsuccessful appeal would be to work through the ANSI appellate process.

Monthly Update Calls – 'At A Glance': Ms. McQuade stated the Monthly Update calls have been a unqualified success, with participation above 100 and more than 20 representatives from the staff of state and federal regulatory agencies. She stated the one-hour calls, and resulting one-page



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report, provide general information on NAESB activities and direct participants where to obtain more detailed information. She noted several agenda items have been suggested by state commission staff. It was suggested NAESB contact the new NARUC Electricity Committee leadership to ensure the content of the calls is consistent with their needs.

Changes to the NAESB Web Site: Ms. McQuade reported the email distribution system, NAESBMail, has been launched. She noted, through NAESBMail, individuals can self select distribution lists for NAESB subcommittees and other NAESB activities.

Membership Report: Ms. McQuade reported current NAESB membership at 379 members, with quadrant specific membership as follows: Wholesale Electric Quadrant (WEQ) - 166 members; Wholesale Gas Quadrant (WGQ) - 125 members; Retail Electric Quadrant (REQ) - 46 members; and, Retail Gas Quadrant (RGQ) - 42. She noted a slight decline in membership, but stated such declines were typical of the organization's historic cycle.

Annual Meeting Report: Ms. McQuade noted that the NAESB Annual Meeting will be held on September 16 and 17 in Austin, TX at the Driskill Hotel. In preparation for the meeting, she said speakers have been selected and a draft Annual Meeting Program has been developed and provided to participants of the Board meeting. Ms. McQuade reviewed the list of slated speakers, and thanked Mr. Sappenfield, chair of the Annual Meeting Committee, for his continued work and support.

3. Financial Report

Ms. Wishart provided the financial report through April 2003. There was no discussion on the report.

4. Executive Committee Report

Mr. Buccigross gave the Executive Committee report. Instead of addressing each annual plan point by point, Mr. Buccigross reported on the updates to the annual plans and any other key developments in the Executive Committee.

Wholesale Gas Quadrant: Mr. Buccigross reported on the WGQ's progress related to the development of pipeline capacity creditworthiness standards. Mr. Buccigross stated the WGQ Executive Committee met on June 5, 2003 at the American Gas Association offices and approved 10 of the proposed creditworthiness standards. The report to the FERC on the creditworthiness standards was included with the meeting materials. Mr. Buccigross thanked the WGQ Executive Committee members for their hard work in completing the task. He said the WGQ Executive Committee would hold a conference call to address outstanding issues from the June Executive Committee meeting, including the ratification schedule for the creditworthiness standards and the publication date of NAESB WGQ Standards version 1.7.

Mr. Buccigross referenced Standards Request R03006, *Request for Initiation of NAESB Standards for Names, Definitions and Regional Classification of Natural Gas Trading Points Used by Publishers of Price Information*. He stated the request, which has been through the triage process, would likely require a modification to the 2003 WGQ Annual Plan.

Wholesale Electric Quadrant: Mr. Buccigross reported the WEQ Executive Committee has passed its first standard, the Funds Transfer Agent Agreement (FTAA), which is currently out for ratification. Mr. Buccigross noted the 2003 WEQ Annual Plan was very aggressive and it is likely the WEQ will be behind schedule at the completion of the plan year. Mr. Buccigross stated changes to the 2003 WEQ Annual Plan could be required because: 1) there has been discussion that the WGQ pricing request (Request R03006) might affect the WEQ; and 2) the need to develop complementary standards for two NERC SARs was discovered during the June 2, 2003



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NERC/NAESB Joint Interface Committee (JIC) meeting. The plan though is written where such development activities may be encompassed in existing items. It was noted the NAESB Standards Requests relating to the NERC SARs have been triaged, assigned to the WEQ, and are pending JIC consideration.

Participants discussed the 2003 WEQ Annual Plan. Ms. Ogenyi asked for an explanation of the suspension of work on Annual Plan Item 4a, *Establish a standardized electric trading day*. It was explained the task force working on the item, the Electric Trading Task Force (ETTF), determined there was not sufficient interest in developing standards at this time. Ms. Ogenyi commented participants at the initial ETTF meeting supported standards development. Mr. Desselle noted the FERC whitepaper on Wholesale Power Market Platform, issued on April 28, 2003, impacted the work of the task force. He said debate arose in the task force surrounding the white paper's recognition of regional differences.

Looking to the next report on the 2003 WEQ Annual Plan, Mr. Brown asked whether items will be removed from the annual plan, or rolled over to the 2004 WEQ Annual Plan. Mr. Buccigross stated that the dates will likely be reassigned, and most items will likely make the basis for the 2004 WEQ Annual Plan. Mr. Lander commented that process was employed during GISB's formative years. He cautioned the Board on influencing the annual plan items, noting an annual plan is a compromise effort of the Executive Committee that builds as progress is made. Mr. Desselle noted the NERC/NAESB/ISO-RTO Council Memorandum of Understanding (MOU) clause providing for the coordination and development of annual plans among the signatories. He stated the formal process for that coordination is being developed.

Retail Electric Quadrant and Retail Gas Quadrant: Mr. Buccigross discussed the REQ and RGQ annual plans together, noting the high level of synchronization of the plans and that virtually all work is being completed through the subcommittees working jointly. Mr. Buccigross noted the changes in completion dates for the majority of annual plan items, including the extension of many items into 2004. The Gas Practices Inventory Task Force (GPITF) is the exception. Mr. Buccigross said that work on the GPITF is being completed by the RGQ, and the work product will feed into the effort already underway by the business standards development subcommittees.

5. Updates on Related Groups

Mr. Desselle reported on activities with related groups, including the Joint Interface Committee (JIC), Electronic Scheduling Collaborative, and current efforts to address seams issues. Additionally, Mr. Desselle commented on efforts of the WEQ Contracts Subcommittee, the FERC whitepaper on Wholesale Power Market Platform, and efforts underway to coordinate the efforts of NERC Markets Committee with the WEQ Standards Review Subcommittee in developing complementary standards.

Joint Interface Committee: Mr. Desselle stated the first JIC meeting with participants from the ISO Council occurred on June 2, 2003. He noted two NERC SARs were evaluated, and in that evaluation, areas for complementary business standards were identified. Additionally, he said coordination among the groups on a prospective basis was discussed. To that end, he noted a strawman is being developed on the coordination of the development of each JIC party's annual plan.

Electronic Scheduling Collaborative: Mr. Desselle stated the MOU contemplated the assignment of ESC standards development efforts to a signatory of the MOU. Mr. Desselle said the ESC has developed a transition plan, but the proposed transition plan is not necessarily consistent with the requirements of the MOU. He noted a response of the MOU signatories on the ESC transition plan is being developed.



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Ms. Ogenyi supported the inclusion of the ESC efforts into the NAESB process. Should the ESC become a NAESB subcommittee or task force, Mr. Anderson stressed the importance of following all NAESB procedures.

Mr. Lander suggested a bright line test be used to incorporate the work product of other standards development organizations as NAESB standards. He said GISB inherited some established standards, and they were incorporated in different ways. He suggested if a body of standards has been adopted by a broad-based jurisdictional entity, it would be possible to adopt the existing standards without modification. Several Board members disagreed with Mr. Lander's proposal. Mr. Haynes stated even if the approach was used, NAESB governance documents mandate a super-majority vote of the applicable Executive Committee for any standards, along with completion of the member ratification process. Ms. McQuade noted the approach proposed by Mr. Lander has been used by GISB and NAESB in the past, where the Executive Committee found it appropriate.

Contracts: Mr. Desselle stated there are currently two contracts for the sale of electricity – the Edison Electric Institute (EEI) Master Agreement and the Western Systems Power Pool (WSPP) agreement. He noted the WEQ Contracts Subcommittee initially evaluated the contracts for best practices, with the thought NAESB would develop a single contract containing those best practices. However, he said that process made it clear the industry did not want a third contract, and WSPP was not interested in NAESB working with their contract. Mr. Desselle stated NAESB has been working with EEI to evaluate whether the EEI Master Agreement could become a NAESB standard, with the current EEI working group comprising a NAESB subcommittee. He stated an informal poll has been conducted, the results of which were generally favorable and reported to EEI. However, he said NAESB is waiting on a response from EEI before moving forward.

FERC whitepaper on Wholesale Power Market Platform: Mr. Desselle stated that the FERC whitepaper in many ways reflected Order 2000. He identified the following aspects of the whitepaper: 1) the recognition of regional differences; 2) the recognition of the coordination of NAESB, NERC and the ISO Council as evidenced through the MOU; and, 3) a signal on the importance of seams issues. Mr. Desselle stated NAESB has initiated a dialog with the other MOU signatories on efforts to address seams issues, and they have responded favorably. Also, he noted the WEQ established the Seams Task Force to initially catalog on a national basis the existing seams issues.

Participants discussed the FERC whitepaper. Mr. Brown stated that since the whitepaper called for the development of regional state committees, it appears those bodies will be given a lot of deference on the direction of how business practices are adopted. Mr. Brown suggested NAESB communicate with those bodies for potential guidance. Mr. Desselle stated NAESB has had conversations with FERC staff since the issuance of the whitepaper. He said FERC suggested NAESB start with small issues, but focus on the relationships with the other MOU signatories. Additionally, he said FERC staff noted creditworthiness was an issue listed on the 2003 WEQ Annual Plan. Mr. Desselle stated communications have started with the MOU signatories on creditworthiness. Potential creditworthiness topics include contracts issues and ISO/RTO financial assurance obligations.

6. Managing Committee Report

Mr. Haynes reported on the activities of the Board Managing Committee. He stated the Managing Committee met twice since the last Board meeting to discuss staffing issues and draft a letter to the WGQ Executive Committee regarding the proposed creditworthiness standards. Additionally, Mr. Haynes commended WGQ Executive Committee members for concluding their work on the creditworthiness standards.



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7. Old and New Business

Old Business: Ms. McQuade reported on recent industry organization meetings she attended with Mr. Haynes. Meetings were held with the US Department of Energy (DOE), the American Public Power Association, the Federal Energy Regulatory Commission (FERC), the National Association of Regulatory and Utility Commissioners, the National Rural Electric Cooperative Association, the Interstate Natural Gas Association of America, the American Gas Association, and the Edison Electric Institute. She reported the meetings were successful. A detail of the representatives present at the meetings can be found in the meeting materials.

Ms. McQuade stated the DOE was supportive of NAESB's direction, in particular the work done on the FTAA. She stated the DOE sees the FTAA as a document and financial instrument that broadens participation in the marketplace. To further the use of the FTAA, Ms. McQuade said the DOE suggested NAESB meet with the GSA regarding the NAESB Base Contract for the Sale of Natural Gas and the Gas FTAA. She noted that initial exploratory meeting has been held.

Ms. McQuade stated the FERC showed particular interest in the coordination with the RTOs and ISOs. Additionally, she said they were interested in the progress on WGQ Creditworthiness and the coordination between the retail quadrants. She stated the FERC was generally very supportive of NAESB's work.

New Business: Mr. Brown suggested allotting time for each quadrant's Board representatives to meet during the Board meetings. He suggested that approach would provide for better discussion of quadrant issues. It was noted any Board member can request additions to the Board agenda, so quadrant specific topics could be discussed in the general session. Mr. Haynes reminded participants the Board of Directors met in toto, but stated the Managing Committee would explore the issue and report back at the September Board meeting.

8. Adjourn

The meeting was adjourned on June 27, 2003 at 11:25 a.m. Central.



9. Board Attendance

WHOLESALE GAS QUADRANT

END USER SEGMENT

Jim Downs	Manager of Gas and Regulatory and Federal Compliance, Calpine Corp.	Absent
Joe Stepenovitch	Vice President, Energy Marketing & Trading, Florida P&L	In Person
John Procaro	Vice President & COO, Cinergy	In Person
Janie Mitcham	Vice President, Fuel and Energy Management, Reliant Energy	Phone
Jim Templeton	Principal, Comprehensive Energy Services	In Person

LDC SEGMENT

Bill Boswell	Assistant Secretary, Dominion	In Person
Adrian Chapman	Vice President, Regulatory Affairs & Energy Acquisitions, Washington Gas Light Company	In Person
Reed Horting	Vice President, Gas Supply & Transportation, PECO Energy Co.	Phone
Walt DeForest	Senior Vice President, National Fuel Gas Distribution	Absent
Lee Stewart	President, Energy Transportation Services, Southern California Gas Co.	Absent

PIPELINE SEGMENT

Terry McGill	Executive Vice President, Enbridge Energy	In Person
John Somerhalder	President, El Paso Energy Pipeline Group	In Person
Shelley Corman	Senior Vice President & Chief Commercial Officer – Transwestern Pipeline, Enron Transportation Services Company	In Person
Ron Mucci	Senior Vice President Shared Service, Williams Gas Pipeline	In Person
Richard Kruse	Senior Vice President, Duke Energy Gas Transmission	In Person

PRODUCER SEGMENT

Randy Mills	Regulatory Manager, ChevronTexaco	In Person
William T. Benham	Vice President – Regulatory Affairs, BP Energy Company	Absent
Keith Sappenfield	Regional Director – US Regulatory Affairs, En Cana Marketing (USA) Inc.	In Person
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SERVICES SEGMENT

Sylvia Munson	Principal, Elite Computer Consultants	In Person
V A C A N C Y	V A C A N C Y	
Jim Buccigross	Vice President Energy Industry Practice, Group 8760 LLC	In Person
Lyn Maddox	President & COO, PG&E Energy Group Trading	Absent
G. William Hebenstreit	Vice President Contract Service, El Paso Merchant Energy	In Person

RETAIL ELECTRIC QUADRANT

DISTRIBUTOR SEGMENT

Dave Koogler	Director – Regulation & Competition, Dominion Virginia Power (SERC NERC Region).	In Person
Bill Bourbonnais	Assistant Vice President – Transmission, WPS Resources Corporation (MAIN	In Person



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	NERC Region)	
Johnny Magwood	Vice President Customer Services, Baltimore Gas and Electric Company	Absent
Leonard Haynes	Executive Vice President and Chief Marketing Officer, Southern Company Services (SERC NERC Region)	In Person

END USER SEGMENT		
Sonny Popowsky	Pennsylvania Office of Consumer Advocate	Phone
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SERVICES SEGMENT		
H. Ward Camp	Vice President Regulatory and Strategic Alliances, Distribution Control Systems, Inc.	In Person
Stacey Park	Director, The Structure Group	In Person
J Cade Burks	President, EC Power	In Person
John Williams	Chief Executive Officer and Co-founder, Group 8760 LLC	In Person

SUPPLIER SEGMENT		
Brian Landrum	President, Reliant Energy Retail Services	In Person
Jason Woodward	Director of Business Services, Tractebel Energy Services, Inc.	In Person
V A C A N C Y		
Richard Zelenko	General Manager, Dominion Retail Inc.	Phone

WHOLESALE ELECTRIC QUADRANT

END USER SEGMENT		
John A. Anderson	Executive Director, Electricity Consumers Resource Council (ELCON)	In Person
James B. Rouse	Associate Director Energy Policy, Praxair, Inc.	In Person
Carol Guthrie	General Manager, Electric Market Strategies, ChevronTexaco Energy Research and Technology Company	Absent
Michael J. Travieso	People's Counsel, Maryland People's Counsel	Phone
Ron Jackups	Vice President, Cinergy	In Person
Brett Perlman	Commissioner, Public Utility Commission of Texas	Absent

LDC SEGMENT		
Frank Johnson	Senior Vice President Electric Transmission and Distribution, Consumers Energy	Absent
Jim Miller	Vice President & General Counsel, Southern Company Services Inc.	Phone
Ted Humann	Senior Vice President Transmission, Basin Electric Power Cooperative	In Person
Arthur G. Fusco	Vice President and General Counsel, Central Electric Power Cooperative Inc.	In Person
Mark B. Bonsall	Chief Financial Executive/Associate General Manager, Salt River Project	Absent
V A C A N C Y To be filled from the Competitive Retailer Sub-Segment		

GENERATION SEGMENT		
Forrest E. Reeves	Assistant Administrator, Office of Corporate Operations, Southwestern Power Administration	In Person



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Charles W. Severance	Director Bulk Power, Wisconsin Public Service Corporation	In Person
John J. Dellas	Executive Director Electric Restructuring, Consumers Energy	Phone
David McMillan	Director Market Design, Calpine	Phone
Thomas Ingwers	Director, Energy Trading and Contracts, Sacramento Municipal Utility District	Absent
Gloria Ogenyi	Director Energy and Market Policy, Conectiv Energy Supply, Inc.	Absent

TRANSMISSION SEGMENT

W Terry Boston	Executive Vice President, Tennessee Valley Authority	Phone
Peter Flynn	Vice President Transmission Strategy and Policy, National Grid USA	Phone
Dale Landgren	Vice President and Chief Strategic Officer, American Transmission Company	Phone
Carroll Waggoner	Sr. Manager Transmission Policy, Sunflower Electric Power Corporation	Absent
John H. Zemanek	Vice President Transmission, Entergy	In Person
Michael Desselle	Director Public Policy, American Electric Power	In Person

MARKETER/BROKER SEGMENT

Steve Oliver	Vice President of Bulk Power Marketing Transmission Services, Bonneville Power Administration/Power Business Line	Absent
R. Scott Brown	Vice President and Director, Exelon Generation Power Team	In Person
Thomas A. Smith	Manager of Power Marketing, Tri-State Generation & Transmission Association, Inc.	Absent
John Meyer	Vice President – Asset Commercialization, Reliant Energy	In Person
Dowell Hudson	Vice President Special Projects, Energy Markets, Ontario Power Generation	Absent
Joseph Hartsoe	Vice President and Associate General Counsel, American Electric Power Marketing Inc.	Absent

RETAIL GAS QUADRANT

DISTRIBUTOR SEGMENT

Craig White	Acting Chief Operating Officer, Philadelphia Gas Works	In Person
Glen Schwalbach	Assistant Vice President Corporate Planning, Wisconsin Public Service Corp.	Phone
Mark Maassel	Vice President Regulatory & Government Policy, NiSource, Inc.	In Person
Paul Szykman	Manager – Rates & Strategic Planning, UGI Utilities, Inc.	Phone
Joseph F. Bodanza	Senior Vice President for Finance Operations & Regulatory Affairs, KeySpan Energy	Absent

V A C A N C Y

END USER SEGMENT

Matthew Parsell	Assistant Director, Natural Gas Division, Indiana Office of Utility Consumer Counselor	Phone
Tina Burnett	Chair, Northwest Industrial Gas Users Association	Absent

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SERVICES SEGMENT

Leigh Spangler	President, Latitude Technologies Inc.	In Person
David Pfeifer	Vice President – Energy, EnForm Consulting, L.P.	In Person
David Darnell	President & CEO, Systrends Inc.	In Person
Greg Lander	Principal, CapacityCenter.com	In Person
Richard Rudden	President & CEO, RJ Rudden Associates, Inc.	In Person
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SUPPLIER SEGMENT

Randy Magnani	Director C&I Operations, Amerada Hess Corporation	Absent
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10. Other Participants

Name	Company	In Person/Phone
Dalia Alejos-Vasquez	NAESB – Admin.	In Person
Mariam Arnaout	American Gas Association	Phone
Kathryn Burch	Duke Energy Gas Transmission	Phone
Christopher Burden	Williams Gas Pipeline	In Person
Greg Butrus	Southern Company	Phone
Yvette Camp	Southern Company	Phone
James Cargas	NAESB Deputy Director – Admin.	In Person
Robert Connell	ERCOT	In Person
Dale Davis	Williams Gas Pipeline	In Person
Ed Davis	Entergy Services, Inc.	In Person
Andrew Dotterweich	Consumers Energy	Phone
Michel Gent	NERC	Phone
Mark Gracey	Tennessee Gas Pipeline	In Person
Theresa Hess	Reliant Energy Retail Services	In Person
Barry Lawson	NRECA	Phone
March McCain	Duke Energy Gas Transmission	Phone
Debbie McKeever	Oncor	In Person
Rae McQuade	NAESB Executive Director – Admin.	In Person
Todd Oncken	NAESB Deputy Director – Admin.	In Person
Laurence Paulson	Hoffman-Paulson Associates	In Person
Donna Scott	Transwestern	In Person
Don Sytsma	R. J. Rudden Associates	In Person
Veronica Thomason	NAESB – Admin.	In Person
Kim Van Pelt	Panhandle Eastern Pipe Line	In Person
Steve Zavodnick	Consumers Energy	Phone