

# North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002  
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Home Page: www.naesb.org

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**TO:** Interested Industry Participants  
**FROM:** BPS Chairs (Tina Burnett, Mike Novak, Kim Van Pelt, Producer vacancy, Services vacancy)  
Rae McQuade, Executive Director  
**RE:** Final Minutes from the Business Practices Subcommittee Meeting, December 17, 2002  
**DATE:** January 20, 2003

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## 1. Administrative

Mr. Novak and Ms. Van Pelt opened the meeting. Ms. Van Pelt gave the anti-trust advice. Participants on the conference call introduced themselves. The agenda was adopted as posted. The minutes from the December 3-4, 2002 meeting were modified and adopted.

## 2. Prioritization of BPS Creditworthiness Work Plan

After some discussion, it was proposed that the items for II. and III. on the work plan should be prioritized as follows:

1. II. A. Type of Information that the Service Requester should Supply for Creditworthiness Evaluation.
2. II. B. Type of Confirmations and Notification that the Service Requester should Supply for Creditworthiness
- II. E. Notice Requirements with Respect to a Determination of a Shipper's Creditworthiness Status
3. II. C. Types of Alternative Credit Assurances
  - Customer Initiated Creditworthiness Re-evaluation
4. II. D. Capacity Release Non-discrimination and Termination Procedures
  - Replacement Shipper's Rights when its Releasing Shipper's Contract is Terminated
- II. F. Notification to a Releasing Shipper when its Replacement Shipper Receives a Notification Related to its Creditworthiness
5. II. G. Creditworthiness Timelines, excluding Construction
6. III. Review Impact on Existing NAESB WGQ Standards and Interpretations

### Motion

Review the items in the specified order. (see above)

**Motion passes unanimously**

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It was proposed that we create a general timeline for discussion of these items so that the subcommittee can stay on task and within the work plan timeline. There was some disagreement as to what the timeline would accomplish and there was some concern that if a timeline was specified, some parties wouldn't be prepared to discuss certain items if the timeline moved faster. There was also some concern about cutting off productive discussion to keep the timeline from moving too slow. It was determined that we would set a tentative timeline for discussion, but that the each meeting's agenda would include each of the remaining items and that parties should be prepared to discuss and vote on all items at each meeting because the timeline could slip or move faster.

## Tentative Subcommittee Timeline for Review of Work Plan Items

Date	Priority	Item
1/22	1	II. A.
1/23	2	II. B. and II. E.
1/30	3	II. C.
2/05	4	II. D. and II. F.
2/06	5	II. G.
2/11	6	III.

### 3. Upcoming Meetings

1/16/2003		Deadline for Work Papers	
1/20/2003	9a-11a CST	BPS Conference Call	High-level Discussion of Work Papers, if any
1/22/2003	9a-5p CST	BPS Face-to-Face Meeting	Duke* -Houston TX
1/23/2003	8a-3p CST	BPS Face-to-Face Meeting	Duke*-Houston TX
1/30/2003	12:30-3:30 CST	BPS Conference Call	
2/05/2003	9a-5p EST	BPS Face-to-Face Meeting	Dominion-Richmond VA
2/06/2003	8a-3p EST	BPS Face-to-Face Meeting	Dominion-Richmond VA
2/11/2003	12:30-3:30 CST	BPS Conference Call	
2/14/2003	12:30-3:30 CST	BPS Conference Call	

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\* **IMPORTANT: Subsequent to the meeting, the location has been changed to Enron**

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## Meeting Attendees and Voting Record

Attendee	Organization	12/17	NAESB WGQ Member?
<b>Pipelines:</b>			
<b>Kim Van Pelt</b>	<b>CMS-Panhandle Eastern</b>	√	√
Kathryn Burch	Duke Energy-Texas Eastern	√	√
Mark Gracey	Tennessee Gas Pipeline	√	√
Bill Griffith	Colorado Interstate	√	√
Randy Young	Gulf South Pipe Line LP	√	√
Dale Davis	Williams Gas Pipeline	√	√
Tom Gwilliam	Iroquois	√	√
Iris King	Dominion Transmission	√	√
Donna Scott	Transwestern	√	√
Gene Fava	Great Lakes Gas Transmission	√	√
<b>Services:</b>			
Anastasia Heinzelman	Midwest ISO	√	
Keith Sappenfield	Encana Energy Services	√	√
<b>Producers:</b>			
Randy Mills	Chevron/Texaco	√	√
<b>End Users:</b>			
<b>Tina Burnett</b>	<b>Boeing</b>	√	√
Jim Downs	Calpine Energy Services	√	√
Gary Hinners	Reliant Energy Services	√	√
<b>LDCs:</b>			
<b>Mike Novak</b>	<b>National Fuel Gas Dist</b>	√	√
Andy Dotterweich	Consumers Energy	√	
<b>Associations:</b>			
Mariam Arnaout	American Gas Association	√	√
<b>GISB Office:</b>			

**Bold signifies a BPS Chair**

**nv – not voting**