



# North American Energy Standards Board

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**TO: NAESB Wholesale Gas Quadrant Contracts Subcommittee, Posting for Interested Industry Participants**

**FROM: Keith Sappenfield (EnCana Corporation), Co-Chair WGQ Contracts Subcommittee**

**RE: DRAFT Minutes for NAESB WGQ Contracts Subcommittee Conference Call – July 10, 2003**

**DATE: July 15, 2003**

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**NORTH AMERICAN ENERGY STANDARDS BOARD  
WGQ CONTRACTS SUBCOMMITTEE CONFERENCE CALL**

**July 10, 2003**

**Thursday, July 10, 2003 – 1:00 p.m. to 2:00 p.m., Central Time**

**DRAFT MINUTES**

**1. Welcome & Administrative Items**

Mr. Sappenfield opened the meeting and gave the antitrust advice. Introductions were made. M\_\_\_\_\_ moved, seconded by M\_\_\_\_\_ to adopt the agenda. The agenda was adopted absent objection. The minutes June 24, 2003 meeting will be reviewed and adopted at the next meeting.

**2. Review and discuss current work product related to the “NAESB WGQ Credit Support Addendum” (CSA) and “User’s Guide” to insure incorporation of comments and related matters discussed at the June 24, 2003 Meeting.**

Mr. Sappenfield described the current status of the comments incorporated in the CSA and User’s Guide. There were no new comments on the current drafts of the CSA or User’s Guide offered at this time. Mr. Novak discussed the revised publication date for NAESB WGQ Standards Version 1.7 as approved by the WGQ EC at the last meeting. The new publication date is December 31, 2003.

**3. Discuss location, date(s) and times for next face to face meeting.**

AEP offered to host the next face to face meeting in their office in Columbus, Ohio. There was no objection expressed to holding the meeting in AEP’s offices. The dates of July 23<sup>rd</sup> and July 24<sup>th</sup> were discussed with meeting start and end times of 10 am to 6 pm and 8 am to Noon, respectively. There were no objections expressed on the dates or times for the meetings. Mr. Sappenfield agreed to post the meeting agenda on the NAESB WGQ Contracts meeting web site. Further, he would work with AEP to have a meeting arrangements also posted on the NAESB WGQ Contracts meeting web site. Both the agenda and meeting arrangements should be posted on or before July 18, 2003. Mr. Sappenfield agreed to contact JannaLyn Allen of Cinergy concerning the redraft of CSA paragraphs 4, 5 & 6. He indicated that he believed the redrafted language and related timelines would be posted on the web site by Monday, July 20, 2003 AM at the latest.

**4. Next Steps and Other Business**

Mr. Sappenfield noted the latest versions of the CSA along with the User’s Guide will be posted as work papers for the next meeting. Ms. Monica Richards of Entergy-Koch asked to provide comments on the CSA and User’s Guide. Mr. Sappenfield advised the meeting was administrative only and that any comments should be emailed to the NAESB Office for consideration at the above face to face meeting at AEP’s office in Columbus, OH. Participants will be able to conference into the meeting by phone. NAESB Office will send out phone instructions no later than July 18, 2003.



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## 5. Adjourn

Mr. Novak moved, seconded by Ms. McLaughlin to adjourn the meeting on July 10, 2003 at 1:40 pm Central Time.

## 6. Attendees

### Name

Bland, Virginia  
Connor, Pete  
McLaughlin, Tracy  
McMillan, Meghan  
Novak, Michael  
Richards, Monica  
Russell, Mark  
Sappenfield, Keith

### Company

Savoy Assoc.  
NiSource Distribution Co  
American Electric Power  
NAESB  
National Fuel  
Entergy-Koch Trading  
Salt River Project  
EnCana Corporation