



## 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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March 27, 2003

**TO:** NAESB Executive Committee and Interested Industry Participants  
**FROM:** Jim Buccigross, NAESB Executive Committee Chairman  
Rae McQuade, NAESB Executive Director  
**RE:** Executive Committee Meeting Agendas - March 27, 2003

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**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING**  
**Hosted by Florida Power and Light - Fort Lauderdale, Florida**  
**April 8 - 10, 2003**

As announced at prior Executive Committee meetings, meeting announcements and in other communications, the Executive Committee (EC) will meet in Fort Lauderdale hosted by Florida Power and Light on April 8 to 10. Below are the meeting arrangements:

**WHERE:** Riverside Hotel  
620 East Las Olas Boulevard  
Ft. Lauderdale, FL 33301  
Phone: 1-800-325-3280.

**WHEN:** Tuesday, April 8, 2003 -- 9:00 a.m. to 4:00 p.m. - Wholesale Electric Quadrant  
Wednesday, April 9, 2003 -- 9:00 a.m. to 4:00 p.m. - Wholesale Gas Quadrant  
Thursday, April 10, 2003 - 9:00 a.m. to 11:30 a.m. - Retail Gas Quadrant  
Thursday, April 10, 2003 -- Noon to 1:30 p.m. - RGQ/REQ EC Joint Session  
Thursday, April 10, 2003 -- 2:00 p.m. to 5:30 p.m. - Retail Electric Quadrant

The materials for the meeting will be emailed to the participants and posted on the web site shortly. Conference calling will be available for those unable to attend in person - please call the office for the dial-in number, pass code and conference leader. The meeting is open to any interested party. As always, the chair reserves the right to extend the time of the meeting to ensure that agenda items are addressed. The times indicated on the agenda will be followed to ensure that agenda items are allotted appropriate time slots. Should an agenda item conclude earlier than its stated time slot, the remaining time can be allotted to other agenda items at the discretion of the chair.

Please feel free to call the NAESB office should you have any questions or comments.

Best Regards,  
*Rae McQuade*



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## **NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by Florida Power and Light – Riverside Hotel, Fort Lauderdale, Florida**

**Tuesday, April 8, 2003 -- 9:00 a.m. to 4:00 p.m. – Wholesale Electric Quadrant (WEQ)**

### **DRAFT AGENDA**

- 9:00 a.m.
1. Welcome
    - Antitrust Guidelines
    - Welcome to members and attendees
    - Introduction and Roll Call
  2. Wholesale Electric Quadrant Draft Agenda & Draft Minutes
    - Adoption of WEQ Agenda
    - Adoption of Draft Minutes
  3. Election of Second Vice Chair
  4. Report on Subcommittee Restructuring Discussions
  5. Report on Inter-organizational Issues
    - NERC-NAESB-ISO Council MOU
    - ESC transition plan
    - Seams efforts in West and Northeast
    - CIPAG
    - PKI Initiative
  6. Subcommittee Updates and 2003 Annual Plan
    - Contracts Subcommittee
    - Market Operations Subcommittee
    - Market Standards Subcommittee
    - Standards Review Subcommittee
    - Update of the 2003 Annual Plan
  7. Standards Development Process
    - FTAA Request and Recommendation
    - IPTF Request
  8. Annual Planning Process
  9. New Business
- 4:00 p.m.
10. Adjourn

*Working lunch provided*

*Attire – Business Casual*



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## **NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by Florida Power and Light – Riverside Hotel, Fort Lauderdale, Florida**

**Wednesday, April 9, 2003 -- 9:00 a.m. to 4:00 p.m. – Wholesale Gas Quadrant (WGQ)**

### **DRAFT AGENDA**

- 9:00 a.m.
1. Welcome
    - Antitrust Guidelines
    - Welcome to members and attendees
    - Introduction and Roll Call
  2. Adoption of Agenda & Minutes
    - Adoption of WGQ Agenda
    - Adoption of Draft Minutes
  3. Interpretations Subcommittee
  4. PKI Initiative
  5. WGQ Quadrant Procedures
  6. Update on 2003 WGQ Annual Plan & Subcommittee Reports
    - Business Practices Subcommittee
      - Normal Business
      - Credit Worthiness
    - Contracts Subcommittee
      - Credit Annex
    - EDM Subcommittee
      - Normal Business
      - Future Technology Task Force Activities
      - XML Activities
    - Information Requirements Subcommittee
      - Normal Business
      - Order 637 Open Issues
    - Technical and ANSI X12 Subcommittees
      - Normal Business
      - Order 637 Open Issues
    - Changes to the 2003 WGQ Annual Plan
  7. 2004 WGQ Annual Plan Development
  8. New Business
- 4:00 p.m.
9. Adjourn

*Working lunch provided*

*Attire – Business Casual*



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## **NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by Florida Power and Light – Riverside Hotel, Fort Lauderdale, Florida**

**Thursday, April 10, 2003 -- 9:00 a.m. to 11:30 a.m. – Retail Gas Quadrant (RGQ)**

### **DRAFT AGENDA**

- 9:00 a.m.
1. Welcome
    - Antitrust Guidelines
    - Welcome to members and attendees
    - Introduction and Roll Call
  2. Retail Gas Quadrant Draft Agenda & Draft Minutes
    - Adoption of RGQ Agenda
    - Adoption of Draft Minutes
  3. Membership Drive Update
  4. Subcommittee Updates and 2003 Annual Plan
    - Business Practice Inventory Task Force
    - Customer Processes Subcommittee
    - Supplier Utility Interface Subcommittee
    - Technical Electronic Implementation Subcommittee
    - Update of the 2003 Annual Plan
  5. PKI Initiative
  6. Other Business
- 11:30 a.m.
7. Adjourn

**Thursday, April 10, 2003, 2003 -- Noon to 1:30 p.m. – RGQ/REQ Joint Session**

### **DRAFT AGENDA**

- Noon
1. Review of Common Activities of Each Subcommittee
  2. Identification of Issues that May Require Joint Efforts and Coordination for Such Efforts
  3. Plans for Next Meetings
  4. Other Business
- 1:30 pm.
5. Adjourn

*Working lunch provided*

*Attire – Business Casual*



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## **NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by Florida Power and Light – Riverside Hotel, Fort Lauderdale, Florida**

**Thursday, April 10, 2003, 2003 -- Noon to 1:30 p.m. – RGQ/REQ Joint Session**

### **DRAFT AGENDA**

- |          |    |   |
|----------|----|---|
| Noon     | 1. | Review of Common Activities of Each Subcommittee  |
|          | 2. | Identification of Issues that May Require Joint Efforts and Coordination for Such Efforts |
|          | 3. | Plans for Next Meetings   |
|          | 4. | Other Business  |
| 1:30 pm. | 5. | Adjourn   |

**Thursday, April 10, 2003 -- 2:00 p.m. to 5:30 p.m. – Retail Electric Quadrant (REQ)**

### **DRAFT AGENDA**

- |           |    |  |
|-----------|----|--|
| 2:00 p.m. | 1. | Welcome <ul style="list-style-type: none"><li>• Antitrust Guidelines</li><li>• Welcome to members and attendees</li><li>• Introduction and Roll Call</li></ul>   |
| 2:15 p.m. | 2. | Adoption of Draft Agenda & Draft Minutes of previous meeting <ul style="list-style-type: none"><li>• Adoption of Draft REQ Agenda</li><li>• Adoption of Draft Minutes</li></ul>  |
| 2:30 p.m. | 3. | Subcommittee Status <ul style="list-style-type: none"><li>• Customer Processes Subcommittee</li><li>• Supplier-Utility Interface Subcommittee</li><li>• Technical Electronic Implementation Subcommittee</li><li>• Definitions and Glossary Subcommittee</li></ul> |
| 4:00 p.m. | 6. | Procedures for election of EC Alternates   |
| 4:15 p.m. | 7. | 2003 REQ Annual Plan Update  |
| 4:30 p.m. | 8. | Other Business   |
| 5:30 p.m. | 9. | Adjourn  |