



## North American Energy Standards Board

1301 Fannin, Suite 2350, 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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May 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, Revised for WEQ – June 3-5, 2003

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**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING**  
**Hosted by American Gas Association – Washington, D.C.**  
**June 3-5, 2003**

As announced at prior Executive Committee meetings, meeting announcements and in other communications, the Executive Committee (EC) will meet in Washington D.C., hosted by the American Gas Association on June 2 to 4. Below are the meeting arrangements:

**Where:** American Gas Association  
400 North Capitol Street, NW  
Washington D.C. 20001  
Fourth Floor  
AGA Main Phone Number: 202-824-7000

**WHEN:** Tuesday, June 3, 2003 -- 9:00 a.m. to 4:00 p.m. E – Wholesale Electric Quadrant  
Wednesday, June 4, 2003 -- 9:00 a.m. to 1:00 p.m. E – RGQ/REQ EC Joint Session  
Wednesday, June 4, 2003 – 2:00 p.m. to 3:00 p.m. E – Retail Electric Quadrant  
Wednesday, June 4, 2003 -- 3:00 p.m. to 4:00 p.m. E – Retail Gas Quadrant  
Thursday, June 5, 2003 -- 9:00 a.m. to 5:00 p.m. E – Wholesale Gas 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 American Gas Association – Washington D.C.

Tuesday, June 3, 2003 -- 9:00 a.m. **to 4:00 p.m. Eastern** – 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. FERC White Paper Review and Implications to NAESB Annual Plan
  4. Subcommittee Restructuring Discussions
    - Seams Efforts – Task Force or Subcommittee?
    - Market Standards Subcommittee
    - Creation of Credit Worthiness Subcommittee
  5. Review of Comments and Discussion and Vote on WEQ Contracts Subcommittee Recommendation of the Funds Transfer Agent Agreement as a NAESB Standard
  6. Subcommittee Updates and 2003 Annual Plan
    - Contracts Subcommittee
    - Market Operations Subcommittee
      - ETTF Recent Recommendations
    - Market Standards Subcommittee
    - Standards Review Subcommittee
    - Update of the 2003 Annual Plan
  7. New Business
    - Update on 6-2-03 Joint Interface Committee Meeting
    - Distribution Retail Competitor Membership
- 4:00 p.m.
8. Adjourn

*Working lunch provided*

*Attire – Business Casual*



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## **NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING Hosted by American Gas Association – Washington D.C.**

**Wednesday June 4, 2003 -- 9:00 a.m. to 1:00 p.m. Eastern – Joint REQ/RGQ Session**

### **DRAFT AGENDA**

- 9:00 a.m.
1. Welcome
    - Antitrust Guidelines
    - Welcome to members and attendees
    - Introduction and Roll Call
  2. Joint Session Draft Agenda & Draft Minutes
    - Adoption of Agenda
    - Adoption of Draft Minutes
  3. Subcommittee Updates and Samples of Expected Standards
    - Customer Processes Subcommittee
    - Glossary Subcommittee
    - Supplier Utility Interface Subcommittee
    - Technical Electronic Implementation Subcommittee
  5. 2003 Annual Plan Updates
  6. Model Business Practices Format
  7. Development Venue for Data Dictionaries and Implementation Guides
  8. Other Business
- 1:00 p.m.
9. Adjourn

**Wednesday June 4, 2003 -- 2:00 p.m. to 3:00 p.m. Eastern – Retail Electric Quadrant (REQ)**

### **DRAFT AGENDA**

- 2:00 p.m.
1. Welcome
    - Antitrust Guidelines
    - Welcome to members and attendees
    - Introduction and Roll Call
  2. REQ Draft Agenda & Draft Minutes
    - Adoption of Agenda
    - Adoption of Draft Minutes
  3. Plans for Next Meetings
  4. Other Business
- 3:00 p.m.
5. Adjourn

*Working lunch provided*

*Attire – Business Casual*



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**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING  
Hosted by American Gas Association – Washington D.C.**

**Wednesday June 4, 2003 -- 3:00 p.m. to 4:00 p.m. Eastern – Retail Gas Quadrant (RGQ)**

**DRAFT AGENDA**

- |           |    |  |
|-----------|----|--|
| 3:00 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. | RGQ Draft Agenda & Draft Minutes <ul style="list-style-type: none"><li>• Adoption of Agenda</li><li>• Adoption of Draft Minutes</li></ul>                      |
|           | 3. | Membership Drive Report  |
|           | 4. | Retail Gas Business Practices Inventory Task Force Update and Survey Responses   |
|           | 5. | Plans for Next Meetings  |
|           | 6. | Other Business   |
| 4:00 p.m. | 7. | Adjourn  |



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## NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING

Hosted by American Gas Association - Washington D.C.

Thursday June 5, 2003 -- 9:00 a.m. to 5:00 p.m. Eastern - 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. Discussion and Vote on Recommended Standards - R00015, R96009, R97070, R99016, R99020/R99032/R01001/R02005, R99021B, R99024, R99028, R99029, R99043, Minimum Technical Characteristics, C03001
  4. Discussion and Vote on the 24 Creditworthiness Standards: 0.3.zA, 0.3.zB, 0.3.zC, 0.3.zD, 0.3.zE, 0.3.zF, 0.3.zG, 0.3.zH, 0.3.zI, 0.3.zJ, 0.3.zK, 0.3.zL, 0.3.zM, 0.3.zN, 0.3.zO, 0.3.zP, 5.3.zA, 5.3.zB, 5.3.zC, 5.3.zD, 5.3.zE, 5.3.zF, 5.3.zG, 5.3.zH
  5. Date for Publication of Version 1.7
  6. WGQ Quadrant Procedures
  7. 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
  8. 2004 WGQ Annual Plan Development
  9. New Business
- 5:00 p.m.
10. Adjourn

*Working lunch provided  
Attire - Business Casual*