North American Energy Standards Board

Executive Committee Meeting

Wholesale Electric Quadrant
Retail Gas Quadrant
Retail Electric Quadrant
Wholesale Gas Quadrant

December 9-11, 2003

Houston, TX

NORTH AMERICAN ENERGY STANDARDS BOARD

Executive Committee Meeting – WEQ, REQ, RGQ, WGQ Meeting Materials

October 7-9, 2003

Table Of Contents

Description of Materials

Tab 1. Welcome & Opening Remarks
- EC Members and Terms
- Schedule of 2004 Meetings

Tab 2. Agendas

Tab 3. Triage Report and Requests and EC Actions
- Triage Report – October 29, 2003
- Executive Committee Report November 6 and November 21, 2003
- Requests R03028 – R03032

Tab 4. Meeting with FERC – November 10, 2003

Tab 5. Board Meeting – December 4, 2003

Tab 6. Workplan Draft for R03031

Wholesale Electric Quadrant Materials

Tab 7. Draft Minutes

Tab 8. 2003 Annual Plan Efforts and Subcommittee Updates

Tab 9. 2004 Annual Plan Adopted by the Board – December 4, 2003

Tab 10. Liaison Efforts

Retail Electric and Retail Gas Quadrants Materials

Tab 11. Draft Minutes

Tab 12. Subcommittee Updates
- SUIS
- CPS
- Glossary
- TEIS

Tab 13. Supplier Billing and Payments Model Business Practices
- Recommendation
- RGQ Comments
- REQ Comments
- Ballot

Tab 14. 2003 Annual Plans

Tab 15 2004 Annual Plans

Wholesale Gas Quadrant Materials

Tab 16. Draft Minutes

Tab 17. WGQ 2003 Annual Plan and Subcommittee Updates

Tab 18. 2004 Annual Plan

Tab 19. Creditworthiness Items

TAB 1

Welcome and Opening Remarks

EC Members & Terms

Schedule of 2004 Meetings

NORTH AMERICAN ENERGY STANDARDS BOARD

Executive Committee Meeting – WEQ, REQ, RGQ, WGQ Meeting Materials

December 9-11, 2003

1. Welcome and Opening Remarks

- The NAESB Office is hosting the December 9-11 Executive Committee meetings in downtown Houston at the NAESB Offices (1301 Fannin, 13th Floor, San Jacinto Room). The meeting arrangements are posted and were contained in the meeting announcement, (http://www.naesb.org/pdf/ec120903ma.pdf).

- For further assistance please reach:

  Veronica Thomason at (713) 356 - 0060

- The officers presiding over the Executive Committee meeting are:

Jim Buccigross	- Chairman, presenting the WGQ
Steve Cobb	- WEQ Second Vice Chairman
Lou Oberski	- WEQ Incoming 2004 Vice Chairman
Mike Novak	- RGQ Vice Chairman
Jim Minneman	- REQ Vice Chairman
Rae McQuade	- Executive Director and COO
Todd Oncken	- Antitrust Counsel

- Transcripts will be available and can be ordered either during the meeting, or by contacting the NAESB office after the meeting for further information, 713-356-0060.

- To participate by phone, please call the NAESB Office (713-356-0060, naesb@aol.com) for conference calling information.

Antitrust Guidelines

1. Antitrust Guidelines

- The antitrust guidelines will be covered by Mr. Todd Oncken. The points are:

  Antitrust guidelines direct meeting participants to avoid discussion of topics or behavior that would result in anticompetitive behavior including: restraint of trade and conspiracies to monopolize, unfair or deceptive business acts or practices, price discriminations, division of markets, allocation of production, imposition of boycotts, and exclusive dealing arrangements.

  Any views, opinions or positions presented or discussed by meeting participants are the views of the individual meeting participants and their organizations. Any such views, opinions or positions are not the views, positions or opinions of NAESB, the NAESB Board of Directors, or any NAESB Committee or Subcommittee, unless specifically noted otherwise.

  As it is not the purpose of the meeting to discuss any antitrust topics, if anyone believes we are straying into improper areas, please let us know and we will redirect the conversation.

EC Members & Terms

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
Home Page: www.naesb.org

NORTH AMERICAN ENERGY STANDARDS BOARD
2003 EXECUTIVE COMMITTEE TERMS – Wholesale Gas Quadrant
As of December 5, 2003

End User Segment		**Term Ending**
Diane McVicker	Sr. Principal Fuel Supply Analyst, Salt River Project	Dec 31, 2005
Gary Hinners	Director of Natural Gas Regulatory Issues, Reliant Energy Services, Inc.	Dec 31, 2005
Kelly Daly	Partner, Stinson, Morrison & Hecker, rep. Arizona Public Service Co.	Dec 31, 2004
Dona Gussow	Contracts Coordinator, Florida Power and Light	Dec 31, 2003
Tina Burnett	Natural Gas Operations Administrator, The Boeing Company	Dec 31, 2003
Distribution Segment		
Rodger Schwecke	Pipeline Products Projects Manager, Southern California Gas	Dec 31, 2005
Dolores Chezar	Director, Regulatory Policy, KeySpan Energy	Dec 31, 2005
Chris Maturo	Director, Operations Integration, NiSource, Inc.	Dec 31, 2004
Mike Novak	Assistant General Manager, National Fuel Gas Distribution	Dec 31, 2003
Steve Sullivan	Regulatory Manager of Gas Supply, Consolidated Edison of NY	Dec 31, 2003
Pipeline Segment		
Mark Gracey	Consultant – Transportation Services, Tennessee Gas Pipeline Co.	Dec 31, 2005
Bill Griffith	Director, Transmission & Storage, Colorado Interstate Gas Co.	Dec 31, 2005
Dale Davis	Consultant, Williams Gas Pipeline	Dec 31, 2004
Randy Young	Director Regulatory Compliance, Gulf South Pipeline	Dec 31, 2003
Kim Van Pelt	NAESB Coordinator, Panhandle Eastern Pipe Line	Dec 31, 2003
Producer Segment		
Jim Busch	Director of Energy Policy and Regulation, BP Energy Company	Dec 31, 2005
Paul Keeler	Managing Attorney, Marketing, Burlington Resources Trading	Dec 31, 2005
Sheri Heslington	Dominion Exploration & Production, Inc.	Dec 31, 2004
Richard Smith	Regulatory, ExxonMobil Gas & Power Marketing	Dec 31, 2003
Mike Shepard	General Counsel, Mewbourne Oil Company	Dec 31, 2003
Services Segment		
Suzanne Calcagno	Associate Director – Regulatory Compliance, UBS Warburg Energy	Dec 31, 2005
VACANCY	VACANCY	Dec 31, 2005
Leigh Spangler	CEO, Latitude Technologies	Dec 31, 2004
Jim Buccigross	Vice President, 8760 Inc.	Dec 31, 2003
Keith Sappenfield	Regional Director – US Regulatory Affairs, EnCana Marketing (USA) Inc.	Dec 31, 2003

OFFICERS: Jim Buccigross is 2003 chairman of the Executive Committee, Mike Novak is 2003 RGQ vice chairman; Jim Minneman is the 2003 REQ vice chairman, and Steve Corneli is the 2003 WEQ vice chairman.

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NORTH AMERICAN ENERGY STANDARDS BOARD
2003 EXECUTIVE COMMITTEE TERMS – Retail Electric Quadrant
As of December 5, 2003

Distribution Segment		**Term Ending:**
Ruth Kiselewich	Director Special Projects and Supplier Services, Baltimore Gas & Electric Company (MAAC NERC Region)	Dec 31, 2005
Terry Moran	Regulatory Issues Manager, PSEG (MAAC NERC Region)	Dec 31, 2005
William Newbold	Strategy Manager of Electric Choice Implementation Team, Detroit Edison (ECAR NERC Region)	Dec 31, 2004
Jonathan Kubler	Manager of Pricing and Rates, Georgia Power Company	Dec 31, 2004
End User Segment		**Term Ending:**
VACANCY		Dec 31, 2005
VACANCY		Dec 31, 2005
Barbara Alexander	Consumer Affairs Consultant, State of Maine Public Advocate	Dec 31, 2004
VACANCY		Dec 31, 2004
Services Segment		**Term Ending:**
Jim Minneman	Director of Business Services, PPL Solutions LLC	Dec 31, 2005
Dick Brooks	Independent Consultant	Dec 31, 2005
Rob Connell	Manager of Commercial Systems Applications, Electric Reliability Council of Texas	Dec 31, 2004
Mark S. Jarrett	Team Leader – Market Information and Analysis, Market Intelligence, Southern Company	Dec 31, 2004
Supplier Segment		**Term Ending:**
Bill Barkas	Manager of Retail State Government Relations, Dominion Retail, Inc.	Dec 31, 2005
Margarida Williamson	Senior Counsel, Calpine PowerAmerica, LP	Dec 31, 2005
VACANCY		Dec 31, 2004
VACANCY		Dec 31, 2004

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2003 EXECUTIVE COMMITTEE TERMS – Wholesale Electric Quadrant
As of December 5, 2003

End User Segment		**Term**	**Sub-Segment**
John Hughes	Director Technical Affairs, Electricity Consumers Resource Council (ELCON)	12-31-2005	Large Industrial
VACANCY	VACANCY	12-31-2004	Large Industrial
Steve Sayuk	Manager Americas Supply, Power & Gas Services Group, ExxonMobil Power & Gas Services, Inc.	12-31-2004	End Use (Self Generation)
Randy Corbin	Assistant Director Analytical Services, Ohio Consumers' Counsel	12-31-2005	Commercial/Residential
Paul Jett	Manager of Electric System Operation Customer Choice Transition, Cinergy Services Inc.	12-31-2005	End Use (In other segments as well)
Lou Ann Westerfield	Policy Strategist, Idaho Public Utilities Commission, rep. National Association of Regulatory Utility Commissioners	12-31-2004	Regulators
Distribution/LSE Segment		**Term**	**Sub-Segment**
Thomas Ringenbach	Manager Business Standards, American Electric Power Service Corporation	12-31-2004	IOU
Jack Leonard	Director, Transmission Management, Exelon PECO Energy	12-31-2005	IOU
Patrick W. Frazier	Vice President of Energy Operations, American Municipal Power Ohio Inc.	12-31-2004	Muni/Coop
Daniel E. Cooper	Engineering Manager, Michigan Public Power Agency	12-31-2005	Muni/Coop
Syd Berwager	Industry Restructuring Project Manager, Bonneville Power Administration/Power Business Line	12-31-2005	Other
VACANCY	VACANCY	12-31-2004	Competitive Retailer
Generation Segment		**Term**	**Sub-Segment:**
Bob Goss	Deputy Assistant Administrator of Power Resources, Southeastern Power Administration	12-31-2004	Fed/State/Prov.
Louis Oberski	Transmission Manager, Dominion Energy Marketing Inc.	12-31-2004	IOU
Tony Reed	Project Manager, Southern Company Generation and Energy Marketing	12-31-2005	IOU
Barry Green	Manager US Regulatory Affairs, Ontario Power Generation	12-31-2004	Merchant
Steven B. Corneli	Director of Regulatory Affairs, NRG Power Marketing Inc.	12-31-2005	Merchant
William J. Gallagher	General Manager of Vermont Public Power Supply Authority	12-31-2005	Muni/Coop
Marketer/Broker Segment		**Term**	**Sub-Segment:**
Gary L. Jackson	Senior Manager External Markets and Policy, Tennessee Valley Authority Bulk Power Trading	12-31-2005	Fed/State/Prov
Joel Dison	Project Manager, Southern Company Generation	12-31-2005	IOU Affiliated

	and Energy Marketing		
Clay A. Norris	Division Director, Planning, North Carolina Municipal Power Agency #1	12-31-2004	Muni/Coop
Charles Yeung	Director of Business Standards, Reliant Resources	12-31-2004	Not IOU Affiliated
Alan Johnson	Senior Policy Analyst, Mirant	12-31-2005	Not IOU Affiliated
Michael F. Gildea	Director of Regulatory Policy, Duke Energy North America	12-31-2004	IOU Affiliated

Transmission Segment		**Term**	**Sub-Segment:**
Steven C. Cobb	Manager Grid Access and Scheduling Services, Salt River Project	12-31-2004	Fed/State/Prov.
Darrell Gerrard	Vice President Transmission Systems, PacifiCorp	12-31-2004	IOU
John E. Lucas	Manager, Transmission Services, Southern Company	12-31-2005	IOU
Mary Ellen Paravalos	Manager ITC Development, National Grid USA	12-31-2005	ITC
Dan Klempel	Director Transmission Regulatory Compliance, Basin Electric Power Cooperative	12-31-2005	Muni/Coop
Julie Voeck	Manager Strategic Policy and Planning, American Transmission Company	12-31-2004	ITC

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NORTH AMERICAN ENERGY STANDARDS BOARD
2003 EXECUTIVE COMMITTEE TERMS – Retail Gas Quadrant
As of December 5, 2003

DISTRIBUTORS SEGMENT		TERM END:
Nancy Cianflone	Director, Marketing Services Area, KeySpan Energy	Dec 31, 2003
V A C A N C Y		Dec 31, 2003
Leslie H. Nishida	Gas Federal Regulatory Supervisor, Wisconsin Public Service Corporation	Dec 31, 2003
Michael Novak	Assistant General Manager, National Fuel Gas Distribution Corporation	Dec 31, 2004
V A C A N C Y		Dec 31, 2004
Steven M. Zavodnick	Senior Engineer Gas Operations, Baltimore Gas and Electric Company	Dec 31, 2003
END USERS SEGMENT		**TERM END:**
Bruce M. Hayes	Senior Regulatory Analyst, Ohio Consumers' Counsel	Dec 31, 2004
Tina Burnett	Chair, Northwest Industrial Gas Users Association	Dec 31, 2004
V A C A N C Y		Dec 31, 2004
V A C A N C Y		Dec 31, 2003
V A C A N C Y		Dec 31, 2003
V A C A N C Y		Dec 31, 2003
SERVICE PROVIDERS SEGMENT		**TERM END:**
Rod Sipe	President, New Science Partners	Dec 31, 2004
Donald L. Sytsma	Vice President, R.J. Rudden Associates, Inc.	Dec 31, 2004
George M. Behr	Director, Energy Services Group, Inc.	Dec 31, 2004
V A C A N C Y		Dec 31, 2003
V A C A N C Y		Dec 31, 2003
V A C A N C Y		Dec 31, 2003
SUPPLIER SEGMENT		
Suzanne Calcagno	Associate Director, Regulatory Compliance, UBS Warburg Energy, LLC	Dec 31, 2003
Barbara A. Fatina	Vice President, Exelon Energy	Dec 31, 2004
Marcy McCain	Project Manager – Regulatory Affairs, Duke Energy Gas Transmission, LLP	Dec 31, 2003
Richard Zollars	Director, Data and Information, Dominion Retail, Inc.	Dec 31, 2004
V A C A N C Y		Dec 31, 2004
V A C A N C Y		Dec 31, 2003

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NORTH AMERICAN ENERGY STANDARDS BOARD
2003 EXECUTIVE COMMITTEE ALTERNATES – Wholesale Gas Quadrant
As of December 5, 2003

End User Segment	
Gary Duede	Arizona Public Service Company
Curt Brechtel	Arizona Public Service Company
Joel Greene	Partner, Energy Advocates, LLP
Mike Robison	Florida Power & Light Company
Craig Chancellor	National Director – Gas Regulatory, Calpine Corp.

Distribution Segment	
Craig Colombo	Dominion Resources
Jennifer Deegan	Federal Regulatory Affairs, Washington Gas
Rick Ishikawa	Transportation Contract Administrator, Southern California Gas Company
Bill Oppenheim	Manager Asset Optimization, PECO Energy
Marjorie Perlman	Director, Federal Regulatory Proceedings, Energy East Management Corporation (Rochester Gas & Electric)

Pipeline Segment	
Bill Grygar	Vice President, CMS Panhandle Eastern Pipe Line
Scott Hansen	Questar Pipeline Company
Iris King	Director, Technical and Marketing Support, Dominion Transmission, Inc.
Paul Love	Director, Electronic Customer Services, Natural Gas Pipe Line Company of America

Producer Segment	
Carla Johnson	Conoco, Inc.
David Ogden	Manager, Marketing Administration, Dominion E&P

Services Segment	
Jim Macredie	TXU Energy Trading Company

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2003 EXECUTIVE COMMITTEE ALTERNATES – Retail Electric Quadrant
As of December 5, 2003

Distribution Segment	
Gwen Beadles	Project Manager for Customer Choice, Dominion Virginia Power
John Russom	General Manager of Power Contracts, Alabama Power Company
Keith P. Hock	Director ARES Business Center, Ameren Services
Richard Muzikar	Section Manager Retail Choice, Consolidated Edison of New York
Jean M. Mason	Supervisor, Retail Access, Ameren Services Company
William Hetherington	Director, Electric Utility Operations, Lee County Electricity Coop.
Charles Tenorio	Manager, Electric Supplier Services, Exelon Energy Delivery
End User Segment	
Bruce Hayes	Senior Regulatory Analyst, Ohio Consumers' Counsel
Steve Ward	Maine Office of Public Advocate
Services Segment	
Lewis Evans	Vice President, PMOLink, Inc.
Supplier Segment	
Gwen Mizell	Director of National Accounts, Calpine Corporation

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NORTH AMERICAN ENERGY STANDARDS BOARD
2003 EXECUTIVE COMMITTEE ALTERNATES – Wholesale Electric Quadrant
As of December 5, 2003

End User Segment		**Sub-Segment**
		Large Industrial
		Large Industrial
		End Use (Self Generation)
		Commercial/Residential
		End Use (In other segments as well)
Bill Heinrich	New York State Dept. of Public Service	Regulators
Distribution/LSE Segment		**Sub-Segment**
Sherri Monteith	Sr. Policy Analyst, American Electric Power	IOU
		IOU
		Muni/Coop
		Muni/Coop
Tom McGrath	Tennessee Valley Authority	Other
Wendy Weathers	Principal Analyst, Salt River Project	Other
Jansen Pollock	Constellation New Energy, Inc.	Competitive Retailer
Generation Segment		**Sub-Segment:**
Francis Halpin	Bonneville Power Administration	Fed/State/Prov.
William F. Irish	Project Manager, Tennessee Valley Authority	Fed/State/Prov
Brian Evans-Mongeon	Manager, Power Supply and Marketing Services, Vermont Public Power Supply Authority	Muni/Coop
		IOU
		IOU
Barb Robertson	Ontario Power Generation	Merchant
		Merchant
Marketer/Broker Segment		**Sub-Segment:**
Jeff Ackerman	Manager, CRSP-Energy Mgmt., Western Area Power Administration	Fed/State/Prov
Brenda Anderson	Bonneville Power Administration	Fed/State/Prov
		IOU Affiliated
Greg Locke	Manager, Strategic Analysis, North Carolina Municipal Power Agency #1	Muni/Coop
		Not IOU Affiliated
		Not IOU Affiliated
		IOU Affiliated
Transmission Segment		**Sub-Segment:**
Barbara Rehman	Policy Manager, Bonneville Power Administration	Fed/State/Prov.
Mark Fidrych	Western Area Power Administration	Fed/State/Prov.
Jim Hicks	PacifiCorp	IOU
Edward Davis	Policy Consultant, Entergy Services, Inc.	IOU

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William O. Ball	Vice President, Transmission Planning, Policy and Support Services, Southern Company Services, Inc.	IOU
Dean Ulch	Principal Engineer, Southern Company Services, Inc.	IOU ITC Muni/Coop

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NORTH AMERICAN ENERGY STANDARDS BOARD
2003 EXECUTIVE COMMITTEE ALTERNATES – Retail Gas Quadrant
As of December 5, 2003

DISTRIBUTORS SEGMENT

Joe Stengel	Federal Regulatory Affairs Manager, Philadelphia Gas Works
Kenneth W. Yagelski	Department Head of Regulatory Affairs, Washington Gas
Paul J. Szykman	Manager, Rates & Strategic Planning, UGI Utilities, Inc.

END USERS SEGMENT

Barbara Alexander	Consumer Affairs Consultant, rep. Indiana Office of Utility Consumer Counselor

SERVICE PROVIDERS SEGMENT

SUPPLIER SEGMENT

John Dosker	General Counsel, Stand Energy

Schedule of 2004 Meetings

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

December 5, 2003

TO: NAESB Executive Committee Members

FROM: Rae McQuade, NAESB Executive Director

RE: Meeting Schedule

Dear Executive Committee Members,

Below is the 2004 meeting schedule for Executive Committee meetings. All meetings will be accessible by phone, and meeting materials for each meeting will include a ballot for notational voting on any items that are not decided by simple majority. All Executive Committee meetings will be transcribed. Our office is in the process of identifying sponsors for the meetings.

Date	Quadrant	Location
February 24-26	WEQ Retail WGQ	TBD
May 4-6	WEQ Retail WGQ	TBD
August 24-26	WEQ Retail WGQ	Colorado Springs El Paso Western
November 16-18	WEQ Retail WGQ	TBD

Best Regards,

Rae

Rae McQuade
NAESB Executive Director & COO

TAB 2

Agendas

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
Home Page: www.naesb.org

November 26, 2003

TO: NAESB Executive Committee and Interested Industry Participants

FROM: Todd Oncken, NAESB Deputy Director

RE: Executive Committee Meeting Agendas

NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by NAESB – Houston, Texas
December 9-11, 2003

As announced at prior Executive Committee meetings, meeting announcements and in other communications, the Executive Committee (EC) will meet in Houston, Texas hosted by NAESB on December 9 to 11. Below are the meeting arrangements:

Where: 1301 Fannin
Houston, Texas, 77002
13th Floor – San Jacinto Meeting Room
Phone: 713-356-0060

Contact: Veronica Thomason
713-356-0060 (main number)

WHEN: Tuesday, December 9, 2003 -- 10:00 a.m. to 4:00 p.m. C – Wholesale Electric Quadrant
Wednesday, December 10, 2003 -- 9:00 a.m. to 2:00 p.m. C – RGQ/REQ EC Joint Session
Wednesday, December 10, 2003 – 2:00 p.m. to 3:00 p.m. C – Retail Electric Quadrant
Wednesday, December 10, 2003 -- 3:00 p.m. to 4:00 p.m. C – Retail Gas Quadrant
Thursday, December 11, 2003 -- 9:00 a.m. to 4:00 p.m. C – Wholesale Gas Quadrant

Meeting arrangements are posted on the NAESB web site (http://www.naesb.org/pdf/ec120903ma.pdf). If you intend to attend the EC meetings, please RSVP to the NAESB office (naesb@aol.com) by December 3.

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,
Todd Oncken

cc: Rae McQuade, Executive Director

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NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by NAESB – Houston, Texas

Tuesday, December 9, 2003 -- 10:00 a.m. to 4:00 p.m. Central – Wholesale Electric Quadrant (WEQ)

DRAFT AGENDA

10:00 a.m.

1. Welcome
   - Antitrust Guidelines
   - Welcome to members and attendees
   - Introduction and Roll Call
   - 2004 Meeting Schedule
2. Wholesale Electric Quadrant Draft Agenda & Draft Minutes
   - Adoption of WEQ Agenda
   - Adoption of Draft Minutes
3. Review of Board approved 2004 Annual Plan and Assignments
4. Subcommittee Updates and Final Update to the 2003 Annual Plan
   - Business Practices Subcommittee
     - Inadvertent Interchange Payback
   - Electronic Scheduling Subcommittee
   - Glossary Subcommittee
   - Standards Review Subcommittee
     - Coordinate Interchange Business Practices
     - Coordinate Operations Business Practices
     - Operate Within Limits Business Practices
     - Balancing Resources and Demand
     - Facility Ratings
   - Seams Subcommittee
   - Information Technology Subcommittee
     - PKI
     - OASIS 1A
   - Update of the 2003 Annual Plan
5. Liaison Efforts
   - NERC
   - ISO-RTO Council
   - Joint Interface Committee (JIC)
   - FERC Meeting 12-1-03
6. Board Meeting 12-04-03 Review
7. New Business
   - Installation of 2004 Executive Committee Officers

4:00 p.m.

8. Adjourn

Attire – Business Casual

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NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by Systrends – Tempe, Arizona

Wednesday, December 10, 2003 -- 9:00 a.m. to 2:00 p.m. Central – Joint Session of Retail Gas and Electric Quadrants
DRAFT AGENDA

9:00 a.m.

1. Welcome
   - Antitrust Guidelines
   - Welcome to members and attendees
   - Introduction and Roll Call
   - 2004 Meeting Schedule
2. Joint Session Draft Agenda & Draft Minutes
   - Adoption of Agenda
   - Adoption of Draft Minutes
3. General Actions, Possible Developments
   - Communication Plan for the New MBPs
   - Process for Publishing our soon to be approved Model Business Practices
4. Subcommittee Updates and Final Review of 2003 Annual Plans
   - Customer Processes Subcommittee
   - Glossary Subcommittee
   - Supplier Utility Interface Subcommittee
   - Technical Electronic Implementation Subcommittee
5. Billing and Payments Model Business Practices
   - Presentation
   - Discussion/Q&A
   - REQ Vote
   - RGQ Vote
6. Review of Board approved 2004 Annual Plans and Assignments
7. Board Meeting 12-04-03 Review
8. Update on Wholesale Quadrants
9. Other Business
   - Actions consistent with the Triage disposition of Request R03031

2:00 p.m.

10. Adjourn

Attire – Business Casual

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NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by NAESB – Houston, Texas

Wednesday, December 10, 2003 -- 2:00 p.m. to 3:00 p.m. Central – 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. Vacancies on Executive Committee
4. REQ Specific Items
5. Other Business
   - Installation of 2004 Executive Committee Officers

3:00 p.m.

6. Adjourn

Wednesday, December 10, 2003 -- 3:00 p.m. to 4:00 p.m. Central – Retail Gas Quadrant (RGQ)
DRAFT AGENDA

3:00 p.m.

1. Welcome
   - Antitrust Guidelines
   - Welcome to members and attendees
   - Introduction and Roll Call
2. RGQ Draft Agenda & Draft Minutes
   - Adoption of Agenda
   - Adoption of Draft Minutes
3. Retail Gas Business Practices Inventory Task Force Update
4. Recruiting Task Force
5. Vacancies on Executive Committee
6. Other Business
   - Installation of 2004 Executive Committee Officers

4:00 p.m.

7. Adjourn

Attire – Business Casual

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NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by NAESB – Houston, Texas

Thursday, December 11, 2003 -- 9:00 a.m. to 4:00 p.m. Central – Wholesale Gas Quadrant (WGQ)

DRAFT AGENDA

9:00 a.m.

1. Welcome
   - Antitrust Guidelines
   - Welcome to members and attendees
   - Introduction and Roll Call
   - 2004 Meeting Schedule
2. Wholesale Gas Quadrant Draft Agenda & Draft Minutes
   - Adoption of WGQ Agenda
   - Adoption of Draft Minutes
3. Review of Board approved 2004 Annual Plan and Assignments
4. Subcommittee Updates and Final Review of 2003 Annual Plan
   - Business Practices Subcommittee
   - Contracts Subcommittee
   - EDM Subcommittee
   - Information Requirements Subcommittee
   - Technical and ANSI X12 Subcommittees
   - Interpretations Subcommittee
   - Update of the 2003 Annual Plan
5. Board Meeting 12-04-03 Review
6. Revised WGQ Procedures
7. New Business
   - Installation of 2004 Executive Committee Officers
   - Discussion on recent creditworthiness events

4:00 p.m.

8. Adjourn

Attire – Business Casual

TAB 3

Triage Report, Executive Committee Report and New Requests

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
Home Page: www.naesb.org

November 6, 2003

TO: NAESB Triage Subcommittee: Kim Van Pelt, Mike Novak, Tina Burnett, Keith Sappenfield, Sheri Heslington, Barbara Alexander, Ruth Kiselewich, Rob Connell, Jack Leonard, Barry Green, Mike Gildea, John Hughes, Darrell Gerrard, Rod Sipe, Bruce Hayes, Suzanne Calcagno, Nancy Cianflone

Requesters: Micki Schmitz, Laurie Willemyns, Valerie Crockett, Cynthia Battista

CC: All NAESB EC Members

FROM: Todd Oncken, Deputy Director

RE: Revised Triage Subcommittee Results – October 29, 2003

NORTH AMERICAN ENERGY STANDARDS BOARD
TRIAGE SUBCOMMITTEE RESULTS OF CONFERENCE CALL
October 29, 2003

1. Administrative

Mr. Buccigross opened the meeting. Mr. Oncken gave the antitrust advice. Participants introduced themselves. Ms. McVicker moved, seconded by Ms. Van Pelt, to adopt the revised draft agenda. The agenda was adopted without objection.

2. Review and determine recommended scope and quadrant recommended assignments for:

R03028

Request: Northern Border requests a new Reduction Reason code to Scheduled Quantity, Operator Scheduled Quantity and Confirmation Response.

Disposition: The Triage Subcommittee found Request R03028 within NAESB Scope and properly assigned to the Wholesale Gas Quadrant (WGQ).

R03029

Request: Northern Border Pipeline Company requests a new Notice Type to System-Wide Notices Standard 5.4.16 to support firm capacity including subscribed ROFR Capacity.

Disposition: The Triage Subcommittee found Request R03029 within NAESB Scope and properly assigned to the WGQ.

R03030

Request: Northern Natural Gas requests tow new transaction type codes to the Nomination 1.4.1, Shipper Scheduled Quantity 1.4.5, and Transportation Sales Invoice 3.4.1 data sets.

Disposition: The Triage Subcommittee found Request R03030 within NAESB Scope and properly assigned to the WGQ.

R03031

Request: Tennessee Valley Authority requests the investigation and review of possible additions, deletions, and/or changes to Intraday Nominations, Confirmation Scheduling, and Gas Day standards.

Discussion: The Quadrant assignment for Request R03031 was discussed at length. The purpose of the request and several possible quadrant assignments were discussed. During the call, the requester, Ms. Crockett, modified Section 3, Description of Proposed Standard or Enhancement, such that the first sentence of the first paragraph now reads:

> Investigate and review possible additions, deletions, and/or changes to any Quadrant standards concerning Intraday Nominations, Confirmation Scheduling, and Gas Day and/or other scheduling conventions through a task force.

Ms. Crockett suggested the purpose of the request would be best served with all quadrants involved. Mr. Novak moved, seconded by Ms. McVicker, that Request R03031 be assigned to the WGQ, Wholesale Electric Quadrant (WEQ), Retail Gas Quadrant (RGQ) and Retail Electric Quadrant (REQ) jointly. During discussion on the motion it was noted that the request would likely be acted upon by a joint task force of each of the quadrants. No objection to the motion was noted on the call.

Disposition: The Triage Subcommittee found Request R03031 within NAESB Scope and properly assigned to the WGQ, WEQ, REQ and RGQ jointly.

R03032

Request: National Fuel Gas Distribution Corporation requests a revision to the EBB Usage element applicable to the Rate Schedule under NAESB Standard 5.4.21.

Disposition: The Triage Subcommittee found Request R03032 within NAESB Scope and properly assigned to the WGQ.

The above determinations for scope on Requests R03028 through R03032 and quadrant assignment on Requests R03028, R03029, R03030, and R03032 were made through the following motions:

Mr. Novak moved, seconded by Ms. McVicker, to find Requests R03028, R03029, R03030, R03031 and R03032 within NAESB scope. No objection was noted on the call.

Ms. Van Pelt moved, seconded by Ms. Heslington, to find Requests R03028, R03029, R03030, and R03032 properly assigned to the WGQ. No objection was noted on the call.

3. Determination of recommendation of disposition of the requests

R03028, R03030

Ms. Van Pelt moved, seconded by Ms. McVicker, to assign Requests R03028 and R03030 to the Information Requirements (IR) Subcommittee to be acted on in the normal course of business. No objection was noted on the call.

R03029

Ms. Van Pelt moved, seconded by Ms. McVicker, to assign Request R03029 to the Business Practices Subcommittee (BPS) in the normal course of business. No objection was noted on the call.

R03032

Ms. Van Pelt moved, seconded by Ms. McVicker, to assign Request R03032 to the Business Practices Subcommittee (BPS) in the normal course of business. No objection was noted on the call.

4. Other Business

No other business was discussed.

5. Adjourn

The meeting adjourned at 10:55 a.m. Central.

6. Attendees

Name	Company
Kathryn Burch	Duke Energy
Christopher Burden	Williams Gas Pipeline
Valerie Crockett	Tennessee Valley Authority
Andy Dotterweich	Consumers Energy
Mark Gracey	Tennessee Gas Pipeline
Bill Griffith	El Paso
Tom Gwilliam	Iroquois Gas Transmission Systems
Gary Hinners	Reliant Energy
Joe Kardas	National Fuel Supply
Todd Oncken	NAESB Deputy Director
Marjorie Perlman	Energy East Management Corp.
Lisa Robert	Defense Energy Support Center
Micki Schmitz	Northern Natural Gas
Donna Scott	Transwestern Pipeline Company
William Smith	Allegheny Power
Richard Smith	ExxonMobil
Laurie Willemyns	Northern Border Pipeline
Randy Young	Gulf South Pipeline

7. Triage Members and Voting Record

Present/Voting					Name	Seg	Company	Email	Phone	Fax
Wholesale Gas Quadrant										
1	**2**	**3**	**4**	**5**	**Triage:**					
Y	Y	Y	Y	Y	Kim Van Pelt	pl	CMS Panhandle Eastern P/L	kvanpelt@panhandleenergy.com	713-989-7354	713-989-1121
Y	Y	Y	Y	Y	Mike Novak	l	National Fuel Gas Distribution	novakm@natfuel.com	716-857-7884	716-857-7687
B	Y	Y	Y		Tina Burnett	e	Boeing Co.	tina.m.burnett@boeing.com	206-544-5752	206-544-5245
A	Y	Y	X		Keith Sappenfield	s	EnCana Corporation	keith.sappenfield@encana.com	832-204-1247	713-952-3617
Y	Y	Y	Y	Y	Sheri Heslington	p	Dominion E&P, Inc.	sheri_j_heslington@dom.com	801-463-1390	801-463-9443
					Alternates:					
					Randy Young	pl	Gulf South Pipeline Company, LP	randy.young@gulfsouthpl.com	713-544-4715	713-544-6257
					Dolores Chezar	l	KeySpan Energy	dchezar@keyspanenergy.com	718-403-2927	718-246-2927
Y	Y	Y	Y	Y	Diane McVicker	e	Salt River Project	dbmcvick@srpnet.com	602-236-4315	602-236-4322
Y	Y	Y	Y	Y	Jim Buccigross	s	8760 Inc.	jhb@8760.com	508-238-0345	508-238-0858
Retail Electric Quadrant										
1	**2**	**3**	**4**	**5**	**Triage:**					
					VACANCY	su				
A	Y	Y	N		Barbara Alexander	e	Maine Office of Public Advocate	barbalex@ctel.net	207-395-4143	207-395-4143
Y	Y	Y	Y		Ruth Kiselewich	d	Baltimore Gas & Electric Co.	ruth.c.kiselewich@bge.com	410-265-4003	410-265-4696
B	Y	Y	Y		Rob Connell	s	ERCOT	rconnell@ercot.com	512-248-3963	512-248-3963
					Alternates:					
					Jim Minneman	s	PPL Solutions	jmminneman@pplweb.com	610-774-5774	610-774-7229
					Terry Moran	d	Public Service Electric & Gas Co.	terrence.moran@pseg.com	973-430-7105	973-624-4107
					Steve LaFond	e	Boeing	steven.c.lafond@boeing.com	206-544-0583	
Wholesale Electric Quadrant										

Present/Voting					Name	Seg	Company	Email	Phone	Fax
1	**2**	**3**	**4**	**5**	**Triage:**					
B	Y	Y	Y		Jack Leonard	d	PECO Energy Company	jack.leonard@peco-energy.com	215-841-4879	215-841-4234
A	Y	Y	X		Barry Green	g	Ontario Power Generation	barry.green@opg.com	416-592-7883	416-592-8519
B	Y	Y	Y		Mike Gildea	m	Duke Energy North America, LLC	mfgildea@duke-energy.com	713-598-5082	713-627-6566
B	Y	Y	Y		John Hughes	e	ELCON	jhughes@elcon.org	202-682-1390	202-289-6370
B	Y	Y	Y		Darrell Gerrard	t	PacifiCorp	Darrell.gerrard@pacificorp.com	503-813-6994	
					Alternates:					
					Daniel Cooper	d	Michigan Public Power Agency	dcooper@mpower.org	517-232-8919	517-323-8373
					Bob Goss	g	Southeastern Power Admin	bobg@sepa.doe.gov	706-213-3860	706-213-3884
A	Y	Y	X		Alan Johnson	m	Mirant	alan.r.johnson@mirant.com	678-579-3108	678-579-7726
A	Y	Y	X		Joel Dison	m	Southern Company Services	jjdison@southernco.com	205-257-6481	205-257-6824
					Steve Sayuk	e	ExxonMobil Gas Marketing	steve.m.sayuk@exxonmobil.com	713-656-3203	713-656-7343
					Mary Ellen Paravalos	t	National Grid USA	mary.ellen.paravalos@us.ngrid.com	508-389-3233	508-389-3129
Retail Gas Quadrant										
1	**2**	**3**	**4**	**5**	**Triage:**					
B	Y	Y	Y		Rod Sipe	s	New Science Partners	rod.sipe@enform.com	713-350-1014	713-438-1000
Y	Y	Y	Y		Bruce Hayes	e	Ohio Consumers Counsel	hayes@occ.state.oh.us	614-387-2964	614-466-9475
B	Y	Y	Y		Suzanne Calcagno	su	UBS Warburg Energy	suzanne.calcagno@ubswenergy.com	713-584-4880	713-584-2138
B	Y	Y	Y		Nancy Cianflone	d	KeySpan Energy Delivery	ncianflone@keyspanenergy.com	718-403-2505	718-596-7802
					Alternates:					
Y	Y	Y	Y		Marcy McCain	su	Duke Energy – Algonquin	mlmccain@duke-energy.com	713-627-4738	713-627-5947
Y	Y	Y	Y		Steve Zavodnick	d	Baltimore Gas & Electric	steven.m.zavodnick@bge.com	410-291-4908	410-291-5104
					Greg Lander	s	CapacityCenter.com	glander@skippingstone.com	978-535-7500	978-535-7744

Key: **(1) –** **PRESENT**: (Y) present during call, (N) not present during call and did not provide an indication of voting prior to the call, (A) not present during the call but did provide a vote via email, (B) not present during the call but did provide a vote via email after the call,

(2) – **R03028, R03029, R03030, R03031, R03032**: (Y) found in scope, (blank) not present for voting or did not provide vote prior to call,

(3) -- **R03028, R03029, R03030, R03032**: (Y) assigned to the WGQ, (blank) not present for voting or did not provide vote prior to call,

(4) -- **R03031**: (Y) assigned to WGQ, WEQ, REQ and RGQ jointly, (blank) not present for voting or did not provide vote prior to call, (X) submitted a notational vote inconsistent with the motion,

(5) – **R03028, R03029, R03030, R03032 for WGQ members only**: (Y) assigned R03028 and R03030 to the WGQ Information Requirements Subcommittee to be addressed in the normal course of business and assigned R03029 and R03032 to the WGQ Business Practices Subcommittee to be addressed in the normal course of business., (blank) not present for voting or did not provide vote prior to call.

Shaded areas indicate that voting is not applicable for the given quadrant.

North American Energy Standards Board
1301 Fannin, Suite 2350, Houston, Texas 77002
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Home Page: www.naesb.org

TO: NAESB Wholesale Gas Quadrant (WGQ) and Retail Gas Quadrant (RGQ) Executive Committee, Posting for Interested Industry Participants

FROM: Todd Oncken, Deputy Director

RE: Draft Minutes from the NAESB WGQ and RGQ Executive Committee Conference Call – November 6, 2003

DATE: November 6, 2003

Wholesale Gas Quadrant & Retail Gas Quadrant
Executive Committee Conference Call
November 6, 2003
Draft Minutes

1. Welcome

Mr. Buccigross opened the meeting. Mr. Oncken gave the antitrust advice and called the roll of Executive Committee members.

Participants discussed the draft agenda. Ms. Davis suggested deferring adoption of the October 9 WGQ Executive Committee minutes and deleting item 5 from the draft agenda since that item is slated for a separate discussion on November 20. Mr. Zavodnick moved, seconded by Ms. McVicker, to adopt the draft agenda as revised. The motion passed without objection.

2. Discussion and Vote on subcommittee assignment and priority of Request R03023 (WGQ & RGQ)

Mr. Buccigross opened discussion of the subcommittee assignment for Request R03023. It was noted that the Triage recommendation for Request R03023 regarding NAESB scope and quadrant assignment to the WGQ and RGQ jointly was approved at the October Executive Committee meetings. Accordingly, the decision on subcommittee assignment and priority was the open issue.

Ms. Van Pelt moved, seconded by Ms. Davis to assign Request R03023 to the WGQ Business Practices Subcommittee in the normal course of business. The assignment for the RGQ was discussed. Ms. McCain suggested the proper assignment for the RGQ was the Supplier Utility Interface Subcommittee. Accordingly, the pending motion was revised to read: assign Request R03023 to the WGQ Business Practices Subcommittee and RGQ Supplier Utility Interface Subcommittee to be worked on jointly in the normal course of business. The revised motion passed without objection.

Subsequent to the motion, Ms. Van Pelt noted the approach to be taken regarding this request and the implications of XML development are an open issue. It was noted that the WGQ Executive Committee has previously studied XML and discontinued efforts at standards development due to lack of industry interest. Another outstanding issue was whether an EDM implementation was required to complement this XML standard.

In consideration of the above-noted concerns, the following motion was substituted for the Van Pelt motion:

> assign Request R03023 to the WGQ Business Practices Subcommittee and RGQ Supplier Utility Interface Subcommittee to be worked on jointly in the normal course of business with the instruction that the BPS and SUIS bring forward to the WGQ and RGQ Executive Committees a recommendation on whether or how to proceed to XML development.

The substitute motion carried absent objection.

3. Consideration and Vote on Revised Recommendation for WGQ Annual Plan Item 6 – creditworthiness technical standards (WGQ)

Mr. Buccigross opened discussion on revised Recommendation AP03006 – creditworthiness technical standards, noting the recommendation addresses the technical implementation of the creditworthiness standards that were passed by the WGQ Executive Committee in June 2003. Further, he noted the recommendation is a revision to the recommendation passed at the October 9, 2003 Executive Committee meeting to correct some minor errors in the original recommendation.

Ms. Davis presented revised Recommendation AP03006 and explained that the errors in the original recommendation were identified subsequent to the EC vote on the original recommendation but prior to ratification of the original recommendation. Ms. Davis moved, seconded by Mr. Griffith, to adopt revised Recommendation AP03006. The motion was discussed at length.

Mr. Hinners stated opposition to adopting the revised recommendation because it references standard 5.3.zd, a standard which he opposes as inappropriate and resting on a policy determination that does not currently exist. Ms. Gussow mirrored Mr. Hinners' concerns. Ms. Davis suggested that standard 5.3.zd has been ratified by the NAESB membership and will be included in the publication of NAESB WGQ Standards version 1.7. Instead, she said the instant question is whether to include the correct implementation or the incorrect implementation that was approved by the Executive Committee in October.

Mr. Shepard objected to certain language contained in the recommendation. Accordingly, the word *deemed* was replaced with the word *determined* on page 12 such that the third sentence of the redline of the recommendation posted as a workpaper for this meeting now reads: Additionally, the service requester, once *determined* to be non-creditworthy, may request credit re-evaluation by the transportation service provider. Other language changes were discussed but were not incorporated into the recommendation. Ms. Davis and Mr. Griffith accepted the modification to the recommendation.

A roll call vote was taken on the motion. The vote was not determinate and sent for notational ballot for those Executive Committee members not present. [The motion passed subsequent to the conference call.]

4. Review and Approval of Triage Recommendations for Requests R03028, R03029, R03030, R03032 (WGQ)

Ms. Van Pelt presented the Triage Recommendations for subcommittee assignment and priority for Requests R03028, R03029, R03030 and R03032, as follows: 1) assign Requests R03028 and R03030 to the Information Requirements Subcommittee to be acted on in the normal course of business; and 2) assign Requests R03029 and R03032 to the Business Practices Subcommittee to be acted on in the normal course of business.

Ms. McVicker moved, seconded by Mr. Colombo, to accept the Triage recommendations for subcommittee assignment and priority for Requests R03028, R03029, R03030 and R03032. The motion passed unanimously on a procedural vote.

5. Other Business (WGQ & RGQ)

Mr. Spangler proposed to modify draft 2004 WGQ Annual Plan Item 5, prepare a common NAESB ET, so that the completion date would be 2Q2004 instead of the current 4Q2004. He stated this

change would bring parity with the Retail Quadrants' annual plans since the WGQ, RGQ and REQ are working jointly on the project.

Ms. McVicker moved, seconded by Ms. Davis, to modify draft 2004 WGQ Annual Plan Item 5 by changing the completion date from 4Q2004 to 2Q2004. The motion passed unanimously.

6. Adjourn

The meeting adjourned at 2:40 p.m. Central.

7. Attendees

Note: The votes listed below are as follows: Y = In favor, O = Opposed, A = Abstain.

Wholesale Gas Quadrant

	Title, Organization	Attendance	V1[1]	V2[2]	V3[3]	V4[4]
End User Segment						
Diane McVicker	Sr. Principal Fuel Supply Analyst, Salt River Project	Y	Y	Y	Y	Y
Gary Hinners	Director of Natural Gas Regulatory Issues, Reliant Energy Services, Inc.	Y	Y	O	Y	Y
Kelly Daly	Partner, Stinson, Morrison & Hecker, rep. Arizona Public Service Co.	N		O		
Dona Gussow	Contracts Coordinator, Florida Power and Light	Y	Y	Y	Y	Y
Craig Chancellor, alt. for T. Burnett	National Director – Gas Regulatory, Calpine Corp.	Y	Y	Y	Y	
LDC Segment						
Rodger Schwecke	Pipeline Products Projects Manager, Southern California Gas Company	N		Y		
Dolores Chezar	Director, Regulatory Policy, KeySpan Energy	N		O		
Chris Maturo	Director, Operations Integration, NiSource, Inc.	Y	Y	Y	Y	Y
Craig Colombo, alt. for M. Novak	Dominion Resources	Y	Y	Y	Y	Y
Steve Sullivan	Regulatory Manager of Gas Supply, Consolidated Edison Co. of NY	Y	Y	Y	Y	Y
Pipeline Segment						
Mark Gracey	Consultant – Transportation Services, Tennessee Gas Pipeline Co.	Y	Y	Y	Y	Y
Bill Griffith	Director, Transmission & Storage, Colorado Interstate Gas Co.	Y	Y	Y	Y	Y
Dale Davis	Consultant, Williams Gas Pipeline	Y	Y	Y	Y	Y
Randy Young	Director, Regulatory Compliance, Gulf South Pipeline Co., LP	Y	Y	Y	Y	Y
Kim Van Pelt	GISB Coordinator, Panhandle Eastern Pipe Line	Y	Y	Y	Y	Y
Producer Segment						
Jim Busch	Director of Energy Policy and Regulation, BP Energy Company	N				
Paul Keeler	Managing Attorney, Marketing, Burlington Resources	N		Y		
Sherri Heslington	Dominion Exploration	N		Y		
Richard Smith	Director, Regulatory Affairs, ExxonMobil	N				
Mike Shepard	General Counsel, Mewbourne Oil Company	Y	Y	Y	Y	Y
Services Segment						
Suzanne Calcagno	Associate Director – Regulatory Compliance, UBS Warburg Energy	N		Y	Y	Y
VACANCY	VACANCY					
Leigh Spangler	CEO, Latitude Technologies	Y	Y	Y	Y	Y
Jim Buccigross	Vice President, 8760 Inc.	Y	Y	Y	Y	Y
Keith Sappenfield	Regional Director of Regulatory Affairs, EnCana	Y	Y	Y	Y	Y

1 Motion: assign Request R03023 to the WGQ Business Practices Subcommittee and RGQ Supplier Utility Interface Subcommittee to be worked on jointly in the normal course of business with the instruction that the BPS and SUIS bring forward to the WGQ and RGQ Executive Committees a recommendation on whether or how to proceed to XML development.
2 Motion: adopt revised Recommendation AP03006. Notational votes were received by D. Chezar, R. Schwecke, S. Calcagno, K. Daly, K. Sappenfield, P. Keeler, S. Heslington.
3 Motion: adopt Triage recommendations on for Requests R03028, R03029, R03030, R03032.
4 Motion: modify the completion date for item 5 of the draft 2004 WGQ Annual Plan.

Marketing (USA) Inc.

Retail Gas Quadrant

DISTRIBUTORS SEGMENT		ATTENDANCE	V1
Nancy Cianflone	Director, Marketing Services Area, KeySpan Energy		
VACANCY			
Leslie H. Nishida	Gas Federal Regulatory Supervisor, Wisconsin Public Service Corporation	Y	Y
Michael Novak	Assistant General Manager, National Fuel Gas Distribution Corporation		
William Oppenheim	Manager, Asset Optimization, PECO Energy		
Steven M. Zavodnick	Senior Engineer Gas Operations, Baltimore Gas and Electric Company	Y	Y
END USERS SEGMENT			
Bruce M. Hayes	Senior Regulatory Analyst, Ohio Consumers' Counsel		
Tina Burnett	Chair, Northwest Industrial Gas Users Association		
VACANCY			
VACANCY			
VACANCY			
VACANCY			
SERVICE PROVIDERS SEGMENT			
Rod Sipe	President, New Science Partners		
Donald L. Sytsma	Vice President, R.J. Rudden Associates, Inc.		
George M. Behr	Director, Energy Services Group, Inc.		
VACANCY			
VACANCY			
VACANCY			
SUPPLIER SEGMENT			
Suzanne Calcagno	Associate Director, Regulatory Compliance, UBS Warburg Energy, LLC		
Barbara A. Fatina	Vice President, Exelon Energy	Y	Y
Marcy McCain	Project Manager – Regulatory Affairs, Duke Energy Gas Transmission, LLP	Y	Y
Richard Zollars	Director, Data and Information, Dominion Retail, Inc.		
VACANCY			
VACANCY			

Observers to the Meeting:

Name	Company	Notes
Cindy Batista	National Fuel Gas	
Mike Bray	Shell Gas Transmission	
Kathryn Burch	Duke Energy	
Christopher Burden	Williams Gas Pipeline	
Yvette Camp	Southern Company	
Steve Connor	Columbia Gas	
Cynthia Corcoran	Enbridge	
Larita Cormier	Riverside Court Reporting	Transcriber
Iris King	Dominion Transmission	
Todd Oncken	NAESB Deputy Director	Admin
Donna Scott	TransWestern Pipeline	
Joe Stengel	Philadelphia Gas Works	
Steve Sullivan	Consolidated Edison of NY	
Leonard Wright	Questar Pipeline	

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TO: NAESB Wholesale Gas Quadrant (WGQ) and Retail Gas Quadrant (RGQ) Executive Committee, Posting for Interested Industry Participants

FROM: Todd Oncken, Deputy Director

RE: Draft Minutes from the NAESB WGQ and RGQ Executive Committee Conference Call – November 6, 2003

DATE: November 6, 2003

Wholesale Gas Quadrant & Retail Gas Quadrant
Executive Committee Conference Call
November 6, 2003
Redlined Draft Minutes

1. Welcome

Mr. Buccigross opened the meeting. Mr. Oncken gave the antitrust advice and called the roll of Executive Committee members.

Participants discussed the draft agenda. Ms. Davis suggested deferring adoption of the October 9 WGQ Executive Committee minutes and deleting item 5 from the draft agenda since that item is slated for a separate discussion on November 20. Mr. Zavodnick moved, seconded by Ms. McVicker, to adopt the draft agenda as revised. The motion passed without objection.

2. Discussion and Vote on subcommittee assignment and priority of Request R03023 (WGQ & RGQ)

Mr. Buccigross opened discussion of the subcommittee assignment for Request R03023. It was noted that the Triage recommendation for Request R03023 regarding NAESB scope and quadrant assignment to the WGQ and RGQ jointly was approved at the October Executive Committee meetings. Accordingly, the decision on subcommittee assignment and priority was the open issue.

Ms. Van Pelt moved, seconded by Ms. Davis to assign Request R03023 to the WGQ Business Practices Subcommittee in the normal course of business. The assignment for the RGQ was discussed. Ms. McCain suggested the proper assignment for the RGQ was the Supplier Utility Interface Subcommittee. Accordingly, the pending motion was revised to read: assign Request R03023 to the WGQ Business Practices Subcommittee and RGQ Supplier Utility Interface Subcommittee to be worked on jointly in the normal course of business. The revised motion passed without objection.

Subsequent to the motion, Ms. Van Pelt noted the approach to be taken regarding this request and the implications of XML development are an open issue. It was noted that the WGQ Executive Committee ~~has~~ previously studied XML and discontinued efforts at standards development due to lack of industry interest. Another outstanding issue was whether an EDM implementation was required to complement this XML standard.

In consideration of the above-noted concerns, the following motion was substituted for the Van Pelt motion:

> ~~assign~~ Assign Request R03023 to the WGQ Business Practices Subcommittee and RGQ Supplier Utility Interface Subcommittee to be worked on jointly in the normal course of business with the instruction that the BPS and SUIS bring forward to the WGQ and RGQ Executive Committees a recommendation on whether or how to proceed to XML development and/or EDI for EC direction prior to it going to IR.

The substitute motion carried absent objection. The vote is reflected as V1 under Section 7 – Attendees.

3. Consideration and Vote on Revised Recommendation for WGQ Annual Plan Item 6 – creditworthiness technical standards (WGQ)

Mr. Buccigross opened discussion on revised Recommendation AP03006 – creditworthiness technical standards, noting the recommendation addresses the technical implementation of the creditworthiness standards that were passed by the WGQ Executive Committee in June 2003. Further, he noted the recommendation is a revision to the recommendation passed at the October 9, 2003 Executive Committee meeting to correct some minor errors in the original recommendation.

Ms. Davis presented revised Recommendation AP03006 and explained that the errors in the original recommendation were identified subsequent to the EC vote on the original recommendation but prior to ratification of the original recommendation. Ms. Davis moved, seconded by Mr. Griffith, to adopt revised Recommendation AP03006. The motion was discussed at length.

Mr. Hinners stated opposition to adopting the revised recommendation because it references standard 5.3.zd, a standard which he opposes as inappropriate and resting on a FERC policy determination that does not currently exist. Ms. Gussow mirrored Mr. Hinners' concerns. Ms. Davis suggested that standard 5.3.zd has been ratified by the NAESB membership and will be included in the publication of NAESB WGQ Standards version 1.7. Instead, she said the instant question is whether to include the correct implementation or the incorrect implementation that was approved by the Executive Committee in October.

Mr. Shepard objected to certain language contained in the recommendation. Accordingly, the word *deemed* was replaced with the word *determined* on page 12 such that the third sentence of the redline of the recommendation posted as a workpaper for this meeting now reads: "Additionally, the service requester, once *determined* to be non-creditworthy, may request credit re-evaluation by the transportation service provider." Other language changes were discussed but were not incorporated into the revised recommendation. Ms. Davis and Mr. Griffith accepted the modification to the revised recommendation.

A roll call vote was taken on the motion. The vote was not determinate and sent for notational ballot for those Executive Committee members not present. [The motion passed subsequent to the conference call.]. The vote is reflected as V2 under Section 7 – Attendees.

4. Review and Approval of Triage Recommendations for Requests R03028, R03029, R03030, R03032 (WGQ)

Ms. Van Pelt presented the Triage Recommendations for subcommittee assignment and priority for Requests R03028, R03029, R03030 and R03032, as follows: 1) assign Requests R03028 and R03030 to the Information Requirements Subcommittee to be acted on in the normal course of business; and 2) assign Requests R03029 and R03032 to the Business Practices Subcommittee to be acted on in the normal course of business.

Ms. McVicker moved, seconded by Mr. Colombo, to accept the Triage recommendations for subcommittee assignment and priority for Requests R03028, R03029, R03030 and R03032. The motion passed unanimously on a procedural vote. . The vote is reflected as V3 under Section 7 – Attendees.

5. Other Business (WGQ & RGQ)

Mr. Spangler proposed to modify the draft 2004 WGQ Annual Plan Item 5, prepare a common NAESB Electronic Transport, so that the completion date would be 2Qtr 2004 instead of the current

4Qtr 2004. He stated this change would bring parity with the Retail Quadrants' annual plans since the WGQ, RGQ and REQ are working jointly on the project.

Ms. McVicker moved, seconded by Ms. Davis, to modify the draft 2004 WGQ Annual Plan Item 5 by changing the completion date from 4Qtr 2004 to 2Qtr 2004. The motion passed unanimously. . The vote is reflected as V4 under Section 7 – Attendees.

6. Adjourn

The meeting adjourned at 2:40 p.m. Central.

North American Energy Standards Board
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7. Attendees

Note: The votes listed below are as follows: Y = In favor, O = Opposed, A = Abstain.

Wholesale Gas Quadrant

	Title, Organization	Attendance	V1[1]	V2[2]	V3[3]	V4[4]
End User Segment						
Diane McVicker	Sr. Principal Fuel Supply Analyst, Salt River Project	Y	Y	Y	Y	Y
Gary Hinners	Director of Natural Gas Regulatory Issues, Reliant Energy Services, Inc.	Y	Y	O	Y	Y
Kelly Daly	Partner, Stinson, Morrison & Hecker, rep. Arizona Public Service Co.	N		O		
Dona Gussow	Contracts Coordinator, Florida Power and Light	Y	Y	Y	Y	Y
Craig Chancellor, alt. for T. Burnett	National Director – Gas Regulatory, Calpine Corp.	Y	Y	Y	Y	
LDC Segment						
Rodger Schwecke	Pipeline Products Projects Manager, Southern California Gas Company	N		Y		
Dolores Chezar	Director, Regulatory Policy, KeySpan Energy	N		O		
Chris Maturo	Director, Operations Integration, NiSource, Inc.	Y	Y	Y	Y	Y
Craig Colombo, alt. for M. Novak	Dominion Resources	Y	Y	Y	Y	Y
Steve Sullivan	Regulatory Manager of Gas Supply, Consolidated Edison Co. of NY	Y	Y	Y	Y	Y
Pipeline Segment						
Mark Gracey	Consultant – Transportation Services, Tennessee Gas Pipeline Co.	Y	Y	Y	Y	Y
Bill Griffith	Director, Transmission & Storage, Colorado Interstate Gas Co.	Y	Y	Y	Y	Y
Dale Davis	Consultant, Williams Gas Pipeline	Y	Y	Y	Y	Y
Randy Young	Director, Regulatory Compliance, Gulf South Pipeline Co., LP	Y	Y	Y	Y	Y
Kim Van Pelt	GISB Coordinator, Panhandle Eastern Pipe Line	Y	Y	Y	Y	Y
Producer Segment						
Jim Busch	Director of Energy Policy and Regulation, BP Energy Company	N				
Paul Keeler	Managing Attorney, Marketing, Burlington Resources	N		Y		
Sherri Heslington	Dominion Exploration	N		Y		
Richard Smith	Director, Regulatory Affairs, ExxonMobil	N				
Mike Shepard	General Counsel, Mewbourne Oil Company	Y	Y	Y	Y	Y
Services Segment						
Suzanne Calcagno	Associate Director – Regulatory Compliance, UBS Warburg Energy	N		Y	Y	Y
VACANCY	VACANCY					
Leigh Spangler	CEO, Latitude Technologies	Y	Y	Y	Y	Y
Jim Buccigross	Vice President, 8760 Inc.	Y	Y	Y	Y	Y

1 Motion: assign Request R03023 to the WGQ Business Practices Subcommittee and RGQ Supplier Utility Interface Subcommittee to be worked on jointly in the normal course of business with the instruction that the BPS and SUIS bring forward to the WGQ and RGQ Executive Committees a recommendation on whether or how to proceed to XML development.
2 Motion: adopt revised Recommendation AP03006 as modified. Notational votes were received from ~~by~~ D. Chezar, R. Schwecke, S. Calcagno, K. Daly, K. Sappenfield, P. Keeler, S. Heslington subsequent to the meeting.
3 Motion: adopt Triage recommendations on for Requests R03028, R03029, R03030, R03032.
4 Motion: modify the completion date for item 5 of the draft 2004 WGQ Annual Plan.

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	Title, Organization	Attendance	V1[1]	V2[2]	V3[3]	V4[4]
Keith Sappenfield	Regional Director of Regulatory Affairs, EnCana Marketing (USA) Inc.	Y	Y	Y	Y	Y

Retail Gas Quadrant

DISTRIBUTORS SEGMENT		ATTENDANCE	V1
Nancy Cianflone	Director, Marketing Services Area, KeySpan Energy		
VACANCY			
Leslie H. Nishida	Gas Federal Regulatory Supervisor, Wisconsin Public Service Corporation	Y	Y
Michael Novak	Assistant General Manager, National Fuel Gas Distribution Corporation		
William Oppenheim	Manager, Asset Optimization, PECO Energy		
Steven M. Zavodnick	Senior Engineer Gas Operations, Baltimore Gas and Electric Company	Y	Y
END USERS SEGMENT			
Bruce M. Hayes	Senior Regulatory Analyst, Ohio Consumers' Counsel		
Tina Burnett	Chair, Northwest Industrial Gas Users Association		
VACANCY			
VACANCY			
VACANCY			
VACANCY			
SERVICE PROVIDERS SEGMENT			
Rod Sipe	President, New Science Partners		
Donald L. Sytsma	Vice President, R.J. Rudden Associates, Inc.		
George M. Behr	Director, Energy Services Group, Inc.		
VACANCY			
VACANCY			
VACANCY			
SUPPLIER SEGMENT			
Suzanne Calcagno	Associate Director, Regulatory Compliance, UBS Warburg Energy, LLC		
Barbara A. Fatina	Vice President, Exelon Energy	Y	Y
Marcy McCain	Project Manager – Regulatory Affairs, Duke Energy Gas Transmission, LLP	Y	Y
Richard Zollars	Director, Data and Information, Dominion Retail, Inc.		
VACANCY			
VACANCY			

Observers to the Meeting:

Name	Company	Notes
Cindy Batista	National Fuel Gas	
Mike Bray	Shell Gas Transmission	
Kathryn Burch	Duke Energy	
Christopher Burden	Williams Gas Pipeline	
Yvette Camp	Southern Company	
Steve Connor	Columbia Gas	
Cynthia Corcoran	Enbridge	
Larita Cormier	Riverside Court Reporting	Transcriber
Iris King	Dominion Transmission	
Todd Oncken	NAESB Deputy Director	Admin
Donna Scott	TransWestern Pipeline	
Joe Stengel	Philadelphia Gas Works	
Steve Sullivan	Consolidated Edison of NY	
Leonard Wright	Questar Pipeline	

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TO: NAESB Executive Committee, Posting for Interested Industry Participants

FROM: Todd Oncken, Deputy Director

RE: Draft Minutes from the NAESB All-Quadrant Executive Committee Conference Call – November 20, 2003

DATE: November 21, 2003 revised December 2, 2003

NAESB Executive Committee Conference Call
November 20, 2003
Draft Minutes

1. Welcome

Mr. Buccigross called the meeting to order. Mr. Oncken gave the antitrust advice and called the roll of Executive Committee members. The draft agenda was reviewed. Mr. Novak moved, seconded by Ms. Kiselewich, to adopt the agenda as written. The agenda was adopted unanimously. Because quorum was not reached for all of quadrants (at the beginning of the meeting both WGQ and REQ had quorum but WEQ and RGQ did not), this meeting was considered a working session and all votes to be taken would also go out notationally.

2. Discussion and Vote on Triage Recommendation for Request R03031, including subcommittee assignment and priority

During the October 29 Triage Subcommittee meeting, the following motion was approved by the Triage members: *Mr. Novak moved, seconded by Ms. McVicker, that Request R03031 be assigned to the WGQ, Wholesale Electric Quadrant (WEQ), Retail Gas Quadrant (RGQ) and Retail Electric Quadrant (REQ) jointly.* Participants discussed the Triage Recommendation for Request R03031 at length.

It was noted that at first glance, Request R03031 appears to affect only the wholesale quadrants. However, Mr. Novak explained the request would be properly assigned to the RGQ as well, since LDCs operate like pipelines in the retail setting resulting in the same companies having different interests in the different quadrants. Also, Mr. Novak noted that the request asks that a group be formed to discuss issues that could impact the energy industry as a whole prior to any standards development. In essence, the Request has no specific request to create/modify standards but could result in specific proposals following the industry-wide discussion. Ms. Kiselewich, Ms. Daly and Ms. Calcagno supported the multi-quadrant assignment. In the alternative, Ms. Kiselewich suggested the request be withdrawn and the Executive Committees take action to establish the task force requested. In support of the Triage Recommendation, Mr. Desselle made the following comments: 1) an item similar to the request appears on the draft 2004 WEQ Annual Plan; 2) these same issues are being addressed by a NERC working group with a gas industry counterparty; and 3) Chairman Wood sent correspondence to the NAESB Office on November 20 indicating joint work on this effort is critical and suggesting completion before the 2004 peaking season. Additionally, Mr. Jackson noted working jointly on the request could provide an opportunity for education of industry participants on the capabilities of the respective systems.

In contrast, several Executive Committee members suggested Request R03031 should be assigned only to the WGQ since it contemplates changes to existing WGQ standards. Ms. Chezar suggested that if the request were assigned to the WGQ, it would likely be assigned to the Business Practices Subcommittee (BPS) for development. It was noted that any industry participant can participate in the BPS process. Mr. Newbold suggested the WGQ and also the WEQ was the proper assignment

because the request implicated a function that was properly a wholesale function and it should be assigned according to function, not entity. Ms. Van Pelt, Mr. Colombo and Mr. Griffith concurred that Request R03031 should be assigned to only the WGQ. Ms. Van Pelt noted that a multi-quadrant effort would be difficult since the WGQ is the only quadrant with an existing body of timelines and nominations standards, and also since the WGQ standards have a national focus while potential WEQ standards would have a regional focus.

There was some debate on whether the request was asking for WGQ standards modification or a fact-finding task force. Ms. Crockett clarified the intention of the request was to do a general investigation of the gaps between the operability of the electric and gas industries. Beyond the initial investigation, she said subsequent quadrant or issue-specific requests would likely follow. She stated the best way to have a complete investigation is to have all of the interested parties participate in the process.

Should the Executive Committees find it necessary to form a separate multi-quadrant task force, Ms. Van Pelt requested an additional meeting to fully define the scope of that task force. It was agreed the scope of the task force would have to be clearly defined. It was suggested that a draft scope should be developed prior to the December Executive Committee meetings so each Quadrant's Executive Committee could take action on the scope statement. It was noted that the request and Chairman Wood's letter could help guide the drafting of the scope statement.

After minimal debate, Ms. Crockett agreed to redraft the request to make it more quadrant-neutral. The new language for Section 3 of the request is as follows:

> Establish a task force to review and investigate possible standards creation related to additional coordination of the interaction between the scheduling of wholesale electric and wholesale gas scheduling transactions.
>
> Include this item on all 2004 Annual Plans as the submitters believe it is in the industry's best interest to continually keep pace with the increases in technology and market demands, especially when such efforts improve the integration of the gas and electric industry.

Mr. Jackson moved, seconded by Ms. McVicker, to adopt the Triage Recommendation for Request R03031, as modified during this meeting, so that the request is assigned to all NAESB Quadrants to be worked on in high priority through a four-quadrant task force. The scope of the task force will be established through separate procedures, as noted above. As the vote on the call was not determinative, the motion was sent for notational vote. [Subsequent to the meeting the motion passed.]

3. Review and Discuss any Modifications needed to the draft 2004 WGQ Annual Plan or draft 2004 WEQ Annual Plan pursuant to the determinations on Request R03031

This item was not discussed at length and no determinations were made. It was decided that pending the notational vote on the above motion the individual quadrants could take any action necessary on their individual annual plans.

4. Other Business

No other business was discussed.

5. Adjourn

The meeting adjourned at 12:25 p.m. Central.

6. Attendees

Note: The votes listed below are as follows: Y = In favor, O = Opposed, A = Abstain.

Wholesale Gas Quadrant

End User Segment		**Attendance**	**Vote**
Diane McVicker	Sr. Principal Fuel Supply Analyst, Salt River Project	Yes	Y
Gary Hinners	Director of Natural Gas Regulatory Issues, Reliant Energy Services, Inc.	No	
Kelly Daly	Partner, Stinson, Morrison & Hecker, rep. Arizona Public Service Co.	Yes	Y
Dona Gussow	Contracts Coordinator, Florida Power and Light	Yes	Y
Tina Burnett	Natural Gas Operations Administrator, The Boeing Company	Yes	
Distribution Segment			
Rodger Schwecke	Pipeline Products Projects Manager, Southern California Gas	No	Y
Dolores Chezar	Director, Regulatory Policy, KeySpan Energy	Yes	Y
Chris Maturo	Director, Operations Integration, NiSource, Inc.	Yes	A
Craig Colombo, alt. for M. Novak	Dominion Resources	Yes	Y
Steve Sullivan	Regulatory Manager of Gas Supply, Consolidated Edison of NY	Yes	Y
Pipeline Segment			
Mark Gracey	Consultant – Transportation Services, Tennessee Gas Pipeline Co.	Yes	Y
Bill Griffith	Director, Transmission & Storage, Colorado Interstate Gas Co.	Yes	Y
Dale Davis	Consultant, Williams Gas Pipeline	Yes	Y
Randy Young	Director Regulatory Compliance, Gulf South Pipeline	Yes	Y
Kim Van Pelt	GISB Coordinator, CMS Panhandle Eastern Pipe Line	Yes	Y
Producer Segment			
Jim Busch	Director of Energy Policy and Regulation, BP Energy Company	No	
Paul Keeler	Managing Attorney, Marketing, Burlington Resources Trading	No	
Sheri Heslington	Dominion Exploration & Production, Inc.	No	
Richard Smith	Director, Regulatory Affairs, ExxonMobil Gas Marketing Co.	No	
Mike Shepard	General Counsel, Mewbourne Oil Company	No	
Services Segment			
Suzanne Calcagno	Associate Director – Regulatory Compliance, UBS Warburg Energy	Yes	
VACANCY	VACANCY		
Leigh Spangler	CEO, Latitude Technologies	Yes	Y
Jim Buccigross	Vice President, 8760 Inc.	Yes	Y
Keith Sappenfield	Regional Director – US Regulatory Affairs, EnCana Marketing (USA) Inc.	Yes	Y

Retail Electric Quadrant

Distribution Segment		Attendance	Vote
Ruth Kiselewich	Director Special Projects and Supplier Services, Baltimore Gas & Electric Company(MAAC NERC Region)	Yes	Y
Terry Moran	Regulatory Issues Manager, PSEG (MAAC NERC Region)	Yes	Y
William Newbold	Strategy Manager of Electric Choice Implementation Team, Detroit Edison (ECAR NERC Region)	Yes	O
Jonathan Kubler	Manager of Pricing and Rates, Georgia Power Company	No	Y
End User Segment			
VACANCY			
VACANCY			
Barbara Alexander	Consumer Affairs Consultant, State of Maine Public Advocate	Yes	O
VACANCY			
Services Segment			
Jim Minneman	Director of Business Services, PPL Solutions LLC	Yes	
Dick Brooks	Independent Consultant	No	
Rob Connell	Manager of Commercial Systems Applications, Electric Reliability Council of Texas	No	
Mark S. Jarrett	Team Leader – Market Information and Analysis, Market Intelligence, Southern Company	No	Y
Supplier Segment			
Bill Barkas	Manager of Retail State Government Relations, Dominion Retail, Inc.	No	O
Margarida Williamson	Senior Counsel, Calpine PowerAmerica, LP	No	
VACANCY			
VACANCY			

Wholesale Electric Quadrant

End User Segment		Attendance	Vote
John Hughes	Director Technical Affairs, Electricity Consumers Resource Council (ELCON)	No	Y
VACANCY	To be filled by the Large Industrials Sub-segment		
Steve Sayuk	Manager Americas Supply, Power & Gas Services Group, ExxonMobil Power & Gas Services, Inc.	No	Y
Randy Corbin	Assistant Director Analytical Services, Ohio Consumers' Counsel	No	
Paul Jett	Manager of Electric System Operation Customer Choice Transition, Cinergy Services Inc.	No	
Lou Ann Westerfield	Policy Strategist, Idaho Public Utilities Commission, rep. National Association of Regulatory Utility Commissioners	No	Y
Distribution/LSE Segment			
Thomas Ringenbach	Manager Business Standards, American Electric Power Service Corporation	Yes	Y
Jack Leonard	Director, Transmission Management, Exelon PECO Energy	No	
Patrick W. Frazier	Vice President of Energy Operations, American Municipal Power Ohio Inc.	No	
Daniel E. Cooper	Engineering Manager, Michigan Public Power Agency	No	

Syd Berwager	Industry Restructuring Project Manager, Bonneville Power Administration/Power Business Line	No	
VACANCY	VACANCY		
Generation Segment			
Bob Goss	Deputy Assistant Administrator of Power Resources, Southeastern Power Administration	Yes	Y
Louis Oberski	Transmission Manager, Dominion Energy Marketing Inc.	Yes	Y
Tony Reed	Project Manager, Southern Company Generation and Energy Marketing	No	Y
Barry Green	Manager US Regulatory Affairs, Ontario Power Generation	Yes	Y
Steven B. Corneli	Director of Regulatory Affairs, NRG Power Marketing Inc.	No	Y
William J. Gallagher	General Manager of Vermont Public Power Supply Authority	No	Y
Marketer/Broker Segment			
Gary L. Jackson	Senior Manager External Markets and Policy, Tennessee Valley Authority Bulk Power Trading	Yes	Y
Joel Dison	Project Manager, Southern Company Generation and Energy Marketing	No	Y
Clay A. Norris	Division Director, Planning, North Carolina Municipal Power Agency #1	No	
Charles Yeung	Director of Business Standards, Reliant Resources	No	
Alan Johnson	Senior Policy Analyst, Mirant	Yes	Y
Michael F. Gildea	Director of Regulatory Policy, Duke Energy North America	No	
Transmission Segment			
Steven C. Cobb	Manager Grid Access and Scheduling Services, Salt River Project	No	Y
Darrell Gerrard	Vice President Transmission Systems, PacifiCorp	No	
John E. Lucas	Manager, Transmission Services, Southern Company	Yes	
Mary Ellen Paravalos	Manager ITC Development, National Grid USA	No	
Dan Klempel	Director Transmission Regulatory Compliance, Basin Electric Power Cooperative	No	
Julie Voeck	Manager Strategic Policy and Planning, American Transmission Company	No	

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Retail Gas Quadrant

DISTRIBUTORS SEGMENT		ATTENDANCE	VOTE
Nancy Cianflone	Director, Marketing Services Area, KeySpan Energy	No	
Paul Szykman, alt. for VACANCY	Director Rates & Gas Supply, UGI Utilities, Inc.		Y
Leslie H. Nishida	Gas Federal Regulatory Supervisor, Wisconsin Public Service Corporation	Yes	Y
Michael Novak	Assistant General Manager, National Fuel Gas Distribution Corporation	Yes	Y
Joe Stengel, alt. for VACANCY	Philadelphia Gas Works		Y
Steven M. Zavodnick	Senior Engineer Gas Operations, Baltimore Gas and Electric Company	Yes	Y
END USERS SEGMENT			
Bruce M. Hayes	Senior Regulatory Analyst, Ohio Consumers' Counsel	No	
Tina Burnett	Chair, Northwest Industrial Gas Users Association	Yes	Y
VACANCY			
VACANCY			
VACANCY			
VACANCY			
SERVICE PROVIDERS SEGMENT			
Rod Sipe	President, New Science Partners	No	
Donald L. Sytsma	Vice President, R.J. Rudden Associates, Inc.	No	
George M. Behr	Director, Energy Services Group, Inc.	No	
VACANCY			
VACANCY			
VACANCY			
SUPPLIER SEGMENT			
Suzanne Calcagno	Associate Director, Regulatory Compliance, UBS Warburg Energy, LLC	Yes	Y
Barbara A. Fatina	Vice President, Exelon Energy	No	
Marcy McCain	Project Manager – Regulatory Affairs, Duke Energy Gas Transmission, LLP	Yes	Y
Richard Zollars	Director, Data and Information, Dominion Retail, Inc.	No	O
VACANCY			
VACANCY			

Quadrant	EC Members	In Favor	Opposed	Result
Wholesale Gas Quadrant	24	15	0	passes
Retail Gas Quadrant	14	8	1	passes
Wholesale Electric Quadrant	28	14	0	passes
Retail Electric Quadrant	11	4	3	passes

Observers to the Meeting:

Name	Company	Notes
Mariam Arnaout	American Gas Association	
Mike Bray	Shell Gas Transmission	
Curt Brechtel	Arizona Public Service	
Yvette Camp	Southern Company	
Pete Connor	NiSource Distribution	
Larita Cormier	Riverside Recording	Transcription
Valerie Crockett	TVA	
George Dawe	Duke Energy	
Michael Desselle	AEP	
Joe Kardas	National Fuel Gas Supply	
Rae McQuade	NAESB Executive Director	Admin.
Todd Oncken	NAESB Deputy Director	Admin.
Marjorie Perlman	Energy East Management Corp.	
Lisa Robert	Defense Energy Support Center	
John Russom	Alabama Power Company	
Brian White	NiSource	

Requests

R03028

North American Energy Standards Board

Request for Initiation of a NAESB Standard for Electronic Business Transactions
or
Enhancement of an Existing NAESB Standard for Electronic Business Transactions

Date of Request: ___September 30, 2003___

1. Submitting Entity & Address:

__Northern Natural Gas_____
__1111 S 103 Street_____
__Omaha NE 68124_____
_____

2. Contact Person, Phone #, Fax #, Electronic Mailing Address:

Name : ___Micki Schmitz _____
Title : ___EDI Coordinator_____
Phone : ___402-398-7653_____
Fax : ___402-548-5280_____
E-mail : ___micki.schmitz@nngco.com _____

3. Description of Proposed Standard or Enhancement:

Add Reduction Reason code to Scheduled Quantity, Operator Scheduled Quantity and Confirmation Response

4. Use of Proposed Standard or Enhancement (include how the standard will be used, documentation on the description of the proposed standard, any existing documentation of the proposed standard, and required communication protocols):

The additional code value will be used to support existing business practices and to more accurately define decreased quantities due to Storage Limitations.

5. Description of Any Tangible or Intangible Benefits to the Use of the Proposed Standard or Enhancement:

R03028

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement:

7. Description of Any Specific Legal or Other Considerations:

8. If This Proposed Standard or Enhancement Is Not Tested Yet, List Trading Partners Willing to Test Standard or Enhancement (Corporations and contacts):
   n/a

9. If This Proposed Standard or Enhancement Is In Use, Who are the Trading Partners :
   All

10. Attachments (such as: further detailed proposals, transaction data descriptions, information flows, implementation guides, business process descriptions, examples of ASC ANSI X12 mapped transactions):

Code Values Dictionary

Document Name and No.: Scheduled Quantity, Operator Scheduled Quantity, Confirmation Response

Data Element: Reduction Reason

Code Value Description	Code Value Definition	Code Value
Storage Capacity Constraint		SCC

North American Energy Standards Board

Request for Initiation of a NAESB Business Practice Standard, Model Business Practice or Electronic Transaction
or
Enhancement of an Existing NAESB Business Practice Standard, Model Business Practice or Electronic Transaction

Instructions:

1. **Please fill out as much of the requested information as possible. It is mandatory to provide a contact name, phone number and fax number to which questions can be directed. If you have an electronic mailing address, please make that available as well.**

2. **Attach any information you believe is related to the request. The more complete your request is, the less time is required to review it.**

3. **Once completed, send your request to:**

   Rae McQuade
   NAESB, Executive Director
   1301 Fannin, Suite 2350
   Houston, TX 77002

   Phone: 713-356-0060
   Fax: 713-356-0067

   by either mail, fax, or to NAESB's email address, naesb@aol.com.

Once received, the request will be routed to the appropriate subcommittees for review.

Please note that submitters should provide the requests to the NAESB office in sufficient time so that the NAESB Triage Subcommittee may fully consider the request prior to taking action on it. It is preferable that the request be submitted a minimum of 3 business days prior to the Triage Subcommittee meetings. Those meeting schedules are posted on the NAESB web site at http://www.naesb.org/monthly_calendar.asp.

North American Energy Standards Board

Request for Initiation of a NAESB Business Practice Standard, Model Business Practice or Electronic Transaction

or
Enhancement of an Existing NAESB Business Practice Standard, Model Business Practice or Electronic Transaction

Date of Request: __9 Oct 2003_____

1. Submitting Entity & Address:
_NORTHERN BORDER PIPELINE COMPANY_____
_13710 FNB PARKWAY_____
_OMAHA, NE 68154_____

2. Contact Person, Phone #, Fax #, Electronic Mailing Address:
Name : _Laurie Willemyns___ _____
Title : _Manager, Contract Administration_____
Phone : _402-492-7572_____
Fax : _402-492-7492_____
E-mail : _laurie.willemyns@nborder.com_____

3. Description of Proposed Standard or Enhancement:

Add a new Notice Type to System-Wide Notices (G864SWNT) Standard 5.4.16 to ___
support firm capacity including subscribed ROFR Capacity._____

4. Use of Proposed Standard or Enhancement (include how the standard will be used, documentation on the description of the proposed standard, any existing documentation of the proposed standard, and required communication protocols):

This notice type will be used to inform customers of firm capacity including_____ subscribed ROFR volumes and to provide guidance on the bid process for this _____ capacity._____

5. Description of Any Tangible or Intangible Benefits to the Use of the Proposed Standard or Enhancement:

   This new notice type will allow customers to identify firm capacity including ROFR___
   Capacity from all other types of System-Wide Notices._____

6. Attachments (such as : further detailed proposals, transaction data descriptions, information flows, implementation guides, business process descriptions, examples of ASC ANSI X12 mapped transactions):

   Code Value Dictionary and X12 MIT01 additions._____

Code Values Dictionary

Document Name and No.: NAESB WGQ System-Wide Notices

Data Element: Notice Type

Code Value Description	Code Value Definition	Code Value
Firm Available/Biddable Capacity	Transportation Service Provider's Firm Capacity including ROFR that is available and Biddable	20 (suggested)

X12

Document Name and No.: NAESB WGQ System-Wide Notices

Segment: MIT Message Identification
Position: 010
Loop: MIT
Level: Detail
Usage: Mandatory
Max Use: 1

	Ref Des.	Data Element	Name	
Must use	**MIT01**	**127**	**Reference Number**	
			Notice Type	
			20 (suggested)	Firm Available/Biddable Capacity

North American Energy Standards Board

Request for Initiation of a NAESB Standard for Electronic Business Transactions
or
Enhancement of an Existing NAESB Standard for Electronic Business Transactions

Date of Request: ___October 14, 2003_____

1. Submitting Entity & Address:

__Northern Natural Gas_____
__1111 S 103 Street_____
__Omaha NE 68124_____
_____

2. Contact Person, Phone #, Fax #, Electronic Mailing Address:

Name : ___Micki Schmitz _____
Title : ___EDI Coordinator_____
Phone : ___402-398-7653_____
Fax : ___402-548-5280_____
E-mail : ___micki.schmitz@nngco.com _____

3. Description of Proposed Standard or Enhancement:

Add two new transaction type codes to the Nomination 1.4.1, Shipper Scheduled Quantity 1.4.5, and Transportation Sales Invoice 3.4.1 data sets.

4. Use of Proposed Standard or Enhancement (include how the standard will be used, documentation on the description of the proposed standard, any existing documentation of the proposed standard, and required communication protocols):

The codes will more accurately identify the types of imbalance adjustments.

5. Description of Any Tangible or Intangible Benefits to the Use of the Proposed Standard or Enhancement:

The codes will add the ability for customers to distinguish between imbalance adjustments made by their nominations vs. adjustments made by the pipeline.

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement:

7. Description of Any Specific Legal or Other Considerations:

8. If This Proposed Standard or Enhancement Is Not Tested Yet, List Trading Partners Willing to Test Standard or Enhancement (Corporations and contacts):

9. If This Proposed Standard or Enhancement Is In Use, Who are the Trading Partners:

10. Attachments (such as: further detailed proposals, transaction data descriptions, information flows, implementation guides, business process descriptions, examples of ASC ANSI X12 mapped transactions):

Code Values Dictionary

Document Name and No.: Nomination 1.4.1, Shipper Scheduled Qty 1.4.5, Transportation Sales Invoice 3.4.1

Data Element: Transaction Type

Code Value Description	Code Value Definition	Code Value
Imbalance Resolution Adjustment–Firm		65
Imbalance Resolution Adjustment–Interruptible		66

R03031

North American Energy Standards Board

Request for Initiation of a NAESB Business Practice Standard, Model Business Practice or Electronic Transaction
or
Enhancement of an Existing NAESB Business Practice Standard, Model Business Practice or Electronic Transaction

Instructions:

1. **Please fill out as much of the requested information as possible. It is mandatory to provide a contact name, phone number and fax number to which questions can be directed. If you have an electronic mailing address, please make that available as well.**

2. **Attach any information you believe is related to the request. The more complete your request is, the less time is required to review it.**

3. **Once completed, send your request to:**

   Rae McQuade
   NAESB, Executive Director
   1301 Fannin, Suite 2350
   Houston, TX 77002

   Phone: 713-356-0060
   Fax: 713-356-0067

   by either mail, fax, or to NAESB's email address, naesb@aol.com.

Once received, the request will be routed to the appropriate subcommittees for review.

Please note that submitters should provide the requests to the NAESB office in sufficient time so that the NAESB Triage Subcommittee may fully consider the request prior to taking action on it. It is preferable that the request be submitted a minimum of 3 business days prior to the Triage Subcommittee meetings. Those meeting schedules are posted on the NAESB web site at http://www.naesb.org/monthly_calendar.asp.

R03031

North American Energy Standards Board

Request for Initiation of a NAESB Business Practice Standard, Model Business Practice or Electronic Transaction
or
Enhancement of an Existing NAESB Business Practice Standard, Model Business Practice or Electronic Transaction

Date of Request: October 15, 2003

1. Submitting Entity & Address:

Tennessee Valley Authority
1101 Market Street, MR2A
Chattanooga, TN 37402-2801

Salt River Project, Arizona Public Service Company, Boeing Co., Florida Power & Light Company, 8760 Inc., Reliant Energy Services, Inc.

2. Contact Person, Phone #, Fax #, Electronic Mailing Address:

Name : Valerie Crockett
Title : Gas Transportation Specialist
Phone : 423-751-6096
Cell : 423-580-9918
Fax : 423-751-8702
E-mail : vjcrockett@tva.gov

Diane McVicker, Kelly Daly, Tina Burnett, Dona Gussow, Jim Buccigross, Gary Hinners

3. Description of Proposed Standard or Enhancement:

Investigate and review possible additions, deletions, and/or changes to the current Wholesale Gas Quadrant (WGQ) standards concerning Intraday Nominations, Confirmation Scheduling, and Gas Day. In addition, investigate possible standards creation related to additional coordination of the interaction between the scheduling of wholesale electric and wholesale gas scheduling transactions.

Include this item on the 2004 WGQ Annual Plan as the submitters believe it is in the industry's best interest to continually keep pace with the increases in technology and market demands, especially when such efforts improve the integration of the gas and electric industry.

4. Use of Proposed Standard or Enhancement (include how the standard will be used, documentation on the description of the proposed standard, any existing documentation of the proposed standard, and required communication protocols):

Increased coordination of scheduling of wholesale gas and electricity transactions.

The National Petroleum Council's Volume 1 Summary Report (September 2003) shows 5,500 Bcf of gas per year (Figure 17 for year 2002) fueled 425,000 Mwh per year of gas-fired generation (Figure 19 for year 2000)

5. Description of Any Tangible or Intangible Benefits to the Use of the Proposed Standard or Enhancement:

Enhance coordination between the natural gas and electricity markets. In addition, provide additional flexibility to natural gas end-users.

It is difficult to separate reliability and business practice issues. While the North American Reliability Council (NERC) has an existing task force to review the joint interdependency of gas and electricity on reliability, NAESB could complement the NERC work without duplicating effort.

In addition, a multi-quadrant task force (assuming multi-quadrant assignment by the quadrant Executive Committees) can be formed to review the issues resulting in participating gas and electric representatives a full understanding of constraints and scheduling issues on both sides. If any gaps are identified, beyond the noted Intraday and Gas Day items, then an additional work plan (requests) can be developed addressing the gaps identified to provide additional reliability/flexibility in generation scheduling.

Given our support for these action items, the above named requesters anticipate being actively involved on these issues.

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement:

Cannot be ascertained at this time.

7. Description of Any Specific Legal or Other Considerations:

Cannot be ascertained at this time.

8. If This Proposed Standard or Enhancement Is Not Tested Yet, List Trading Partners Willing to Test Standard or Enhancement (Corporations and contacts):

The above named co-requesters are willing to particpate in Beta tests of any standards, changes or enhancements which may be developed.

9. If This Proposed Standard or Enhancement Is In Use, Who are the Trading Partners :

Not applicable.

10. Attachments (such as : further detailed proposals, transaction data descriptions, information flows, implementation guides, business process descriptions, examples of ASC ANSI X12 mapped transactions):

None at this time. Upon completion of investigation and review, recommendations may be developed and further requests for standards, definitions or principles may be made to NAESB to reflect such recommendations.

North American Energy Standards Board

Request for Initiation of a NAESB Business Practice Standard, Model Business Practice or Electronic Transaction
or
Enhancement of an Existing NAESB Business Practice Standard, Model Business Practice or Electronic Transaction

Instructions:

1. **Please fill out as much of the requested information as possible. It is mandatory to provide a contact name, phone number and fax number to which questions can be directed. If you have an electronic mailing address, please make that available as well.**

2. **Attach any information you believe is related to the request. The more complete your request is, the less time is required to review it.**

3. **Once completed, send your request to:**

   Rae McQuade
   NAESB, Executive Director
   1301 Fannin, Suite 2350
   Houston, TX 77002

   Phone: 713-356-0060
   Fax: 713-356-0067

   by either mail, fax, or to NAESB's email address, naesb@aol.com.

Once received, the request will be routed to the appropriate subcommittees for review.

Please note that submitters should provide the requests to the NAESB office in sufficient time so that the NAESB Triage Subcommittee may fully consider the request prior to taking action on it. It is preferable that the request be submitted a minimum of 3 business days prior to the Triage Subcommittee meetings. Those meeting schedules are posted on the NAESB web site at http://www.naesb.org/monthly_calendar.asp.

North American Energy Standards Board

Request for Initiation of a NAESB Business Practice Standard, Model Business Practice or Electronic Transaction
or
Enhancement of an Existing NAESB Business Practice Standard, Model Business Practice or Electronic Transaction

Date of Request: **October 24, 2003**

1. Submitting Entity & Address:

National Fuel Gas Distribution Corporation
6363 Main Street
Williamsville, NY 14221

2. Contact Person, Phone #, Fax #, Electronic Mailing Address:

Name : Cynthia Battista
Title : Regulatory Specialist, Federal Regulatory Affairs
Phone : 716-857-7166
Fax : 716-857-7254
E-mail : BattistaC@natfuel.com

3. Description of Proposed Standard or Enhancement:

Request changes to existing data elements of NAESB WGQ Transactional Reporting – Firm Transportation Standard 5.4.21:

Revise *EBB Usage* element applicable to Rate Schedule from Senders Option ("SO") to Conditional ("C"), and add the following *Condition* associated with the *EBB Usage* of Rate Schedule:

Mandatory when one of the following conditions is met:

- **Transportation Service Provider's FERC tariff contains more than one firm transportation rate schedule.**

4. Use of Proposed Standard or Enhancement (include how the standard will be used, documentation on the description of the proposed standard, any existing documentation of the proposed standard, and required communication protocols):

N/A

5. Description of Any Tangible or Intangible Benefits to the Use of the Proposed Standard or Enhancement:

   The proposed revisions will provide interested parties with the information necessary to process information on a rate schedule basis, and enable shippers to draw *similarly situated* comparisons.

6. Estimate of Incremental Specific Costs to Implement Proposed Standard or Enhancement:
   N/A

7. Description of Any Specific Legal or Other Considerations:
   N/A

8. If This Proposed Standard or Enhancement Is Not Tested Yet, List Trading Partners Willing to Test Standard or Enhancement (Corporations and contacts):
   N/A

9. If This Proposed Standard or Enhancement Is In Use, Who are the Trading Partners :
   N/A

10. Attachments (such as : further detailed proposals, transaction data descriptions, information flows, implementation guides, business process descriptions, examples of ASC ANSI X12 mapped transactions):
    N/A

TAB 4

Meeting with FERC – November 10, 2003

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
Home Page: www.naesb.org

via email

TO: NAESB Managing Committee

FROM: Rae McQuade, NAESB Executive Director

RE: **Meeting with the FERC Commissioners**

DATE: November 18, 2003

Dear NAESB Managing Committee,

Leonard Haynes, Michael Desselle and I spoke with Chairman Wood recently, to discuss the 2004 Annual Plans, and the issues raised in Michael's open letter. We provided the draft 2004 plans approved by the Executive Committee and posted, which will be considered by the Board on December 4, along with Michael's open letter regarding WEQ activities and membership information. Below are my notes of that meeting:

Federal Energy Regulatory Commission **Monday November 10, 2003**

Met With: Chairman Patrick Wood and Mark Hegerle, Advisor to Commissioner Brownell

Observations:

- Chm. Wood opened the meeting by noting that he was concerned about our inability to provide more substantive standards for creditworthiness, and pointedly asked if our process on the wholesale gas side was "broken." He added that similar activities were expected for wholesale electric and he was unsure if he should request NAESB to address the market-based standards for WEQ creditworthiness, based on the submission of standards provided for WGQ.
- On LNG interchangeability, he noted that this was very important and would want to see some industry progress. He specifically referred a recent case involving "Cove Point and Washington Gas."
- On the issue of flexibility for gas intra-day nominations periods to enable electricity generators flexibility, he noted that this very important and wanted to see industry progress by the summer peak of 2004.
- He was very pleased that the retail quadrants have provided such strong work products for billing and payments and for creditworthiness.
- He is interested in the seams catalog and asked specifically how the FERC could assist in the process. We noted that when the catalog was completed it would be provided to the ISO Council, NERC and the FERC for its consideration and collective prioritization.
- He noted that coordination with the ISO/RTOs and joint activities will increase as he industry proceeds with the energy bill.
- With respect to our recent outreach meeting with western interests, that we should continue in the direction of our annual plans as noted.

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- He was pleased to note NERC and NAESB have worked well together coordinating efforts and addressing the OSC and ESC transition. He reported that NERC had expressed the same positive results of our cooperation.
- He questioned whether we could reopen the contracts issue so that the industry through our ANSI approved process could review the work effort and determine if we should move forward.
- He understood that NERC would be making a filing in early June regarding the ERO creation, assuming the energy bill passes. With respect to the business practices that NAESB would develop complementary to the NERC reliability standards that would become mandatory, that we would continue to develop voluntary business practice standards and communications protocols and forward those to the FERC for consideration through the FERC's process.
- He appreciated Michael's letter regarding NAESB participation and will urge the industry to continue to stay involved.
- We expect a letter from Chm. Wood highlighting several aspects of our discussion with him.

Best Regards,

Rae

FEDERAL ENERGY REGULATORY COMMISSION
WASHINGTON, DC 20426

November 14, 2003

OFFICE OF THE CHAIRMAN

Ms. Rae McQuade, Executive Director
North American Energy Standards Board
1301 Fannin, Suite 2350
Houston, TX 77002

Dear ~~Ms. McQuade~~ Rae:

Thanks so much for coming in to share NAESB's annual plan for 2004. I appreciate all of the hard work NAESB is doing to create much-needed standard business practices in the electric and natural gas industries.

Several elements of your annual plan particularly intrigued me. I think that one of the most critical of these is the need for the electric and natural gas sectors to work together to resolve scheduling timeline differences, particularly with respect to intra-day gas nominations. This is one that I would very much like to see resolved prior to the summer 2004 peaking season.

Similarly, I note that in your open letter to the Wholesale Electric Quadrant the goal of developing complimentary business practices to NERC reliability standards and policies. The letter notes the need for knowledgeable industry personnel to achieve sustainable results. The goal of bringing commercial and reliability practices together certainly should be a high priority which is deserving of a commitment of resources to accomplish, preferably prior to the summer season.

In addition, I find it to be quite important to resolve LNG gas quality standards, as LNG is an important element of our natural gas supply and, in some areas like Maryland, feeds directly into the market area with little opportunity for commingling.

The creation of a standard purchase power contract with NAESB's involvement would ensure that all market participants would have an opportunity for input using NAESB's ANSI approved process, and would improve market liquidity.

Also, with respect to seams activities, you mentioned that NAESB is cataloguing issues, prioritizing and trying to make sure there is no duplication. This is a project worth investing some time and effort in.

Please let us know exactly how we can best help these efforts.

Best regards,

Pat Wood III
Chairman

TAB 5

Board Meeting: December 4, 2003

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
Home Page: www.naesb.org

TO: NAESB Board of Directors, Posting for Interested Industry Participants

FROM: Todd Oncken, NAESB Deputy Director

RE: Draft Minutes from the NAESB Board of Directors Meeting – December 4, 2003

DATE: December 5, 2003

NAESB Board of Directors Meeting
Thursday, December 4, 2003
9:00 a.m. – 12:30 p.m. Central
Houston, TX

1. Welcome & Administrative Items

Mr. Haynes called the meeting to order. Mr. Boswell gave the antitrust advice. Mr. Oncken called the roll of Board members and quorum was established. Mr. Anderson moved, seconded by Ms. Ogenyi to adopt the draft agenda. The motion passed unanimously. Mr. Anderson moved, seconded by Mr. Severance, to adopt the minutes from the September 18, 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) Monthly Update Calls – 'At A Glance'; 2) Membership Report; 3) Outreach Meetings; and 4) NAESB Web Site.

Monthly Update Calls – 'At A Glance': Ms. McQuade stated the At A Glance calls are still being held and are well received, with attendance mixed between representatives from NARUC, federal agencies and NAESB members. The frequency of the meetings was discussed with the group's leadership. It was determined to leave them on a monthly schedule. She noted the next call is scheduled for December 17 at 2:00 p.m. Eastern. The NAESB Office is in the process of scheduling the 2004 calls.

Membership Report: Ms. McQuade reported current NAESB membership at 357, with quadrant-specific membership as follows: Wholesale Gas Quadrant (WGQ) – 120; Wholesale Electric Quadrant (WEQ) – 158; Retail Gas Quadrant (RGQ) – 40; and Retail Electric Quadrant (REQ) – 39. A graphic depiction of NAESB membership can be found under tab 4 of the meeting materials. Ms. McQuade noted NAESB has mostly completed its cycle for 2004 membership billing so the number reported are not expected to decline much further.

Outreach Meetings: Ms. McQuade reported that she and Mr. Desselle visited the Seams Steering Group – Western Interconnection (SSG-WI), Western Electricity Coordinating Council (WECC), California Public Utility Commission, California Energy Commission, Northwest Power Planning Council, Los Angeles Department of Water and Power, Western Area Power Administration, RTO West and West Connect. She explained the purpose of the visits was to provide information on NAESB and to encourage participation in the NAESB process. Ms. McQuade said the visits were well received. Mr. Templeton encouraged Board members to assist in future outreach efforts, and Ms. Ogenyi noted that as these meetings are set up, Board members in the vicinity should be invited to attend, specifically representing NAESB items.

NAESB Web Site: Ms. McQuade stated several enhancements are underway, including an automated meeting RSVP function.

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Home Page: www.naesb.org

3. Financial Report

Accrual Based Report 2003 YTD as of September 2003: Ms. McQuade gave the financial report as of September 2003. Ms. McQuade noted that both expenses and revenues were lower than budget. Ms. McQuade attributed variations to fewer memberships than projected, fewer courses than projected, the adjustment to the publication date of all quadrants' standards and other cost-cutting measures.

Budget for 2004: Ms. McQuade presented the 2004 budget for discussion and approval. Ms. McQuade stated the budget was based on conservative membership numbers, but noted the pending work of the REQ, RGQ and WEQ would likely result in increased interest and participation.

Mr. Templeton moved, seconded by Mr. Procario, to adopt the Resolution Regarding Adopting of Proposed Budget for 2004, which reads as follows:

> NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of NAESB hereby adopts the proposed budget for 2004 recommended by the Managing Committee attached as Appendix A.

After discussion, the 2004 budget was approved unanimously.

Charges for Conference Calling: Ms. McQuade reviewed the 2004 Conference Calling Administration document (see Tab 5). Highlights included: a charge of $50.00 per line would be assessed for all NAESB meetings with both in-person and conference call attendance availability; payment of the conference call fee should be made by credit card or check; member companies have the option of paying a one-time fee of $1000 which would cover all employees of that company for all conference calling for 2004; state, federal or provincial government employees, trade association staff and consumer advocates are exempt from the fee. The details of the administration plan were discussed at length such that all participants had a greater understanding of the proposal. Ms. McQuade stated the conference calling fee, as reflected in the 2004 budget and previously approved by the Board, was intended to offset the telecommunications charges pursuant to NAESB's contract with MCI.

Mr. DeForest raised concerns that the fee may have a potential negative effect on membership and volunteerism. Further, he questioned whether instituting a per call fee was the appropriate solution for a one year problem. Ms. Burnett agreed with Mr. DeForest and suggested an alternate $100 per membership assessment to all members. Mr. Spangler and Mr. Novak also shared those concerns. Mr. Anderson suggested an alternative would be for member organizations to sponsor the conference calls through their organizations. He supported a "pay as you go" process as outlined in the document. It was noted that the conference calling fee would not apply in instances when individual conference calls were sponsored. In response, Ms. McQuade stated reports would be given at each subsequent Board meeting on the fee's financial status and the effects it has had on organizational participation.

Promotional Dues Discussion: Mr. Templeton moved, seconded by Mr. Anderson, to approve the Resolution Regarding Continued Promotional Dues for a Limited Number of Membership Slots in End-User Segments of Gas Retail and Electric Retail Quadrants, and the Wholesale Electric Quadrant Through December 31. 2006, which reads as follows:

> RESOLVED, that the Board of Directors of NAESB approves the continuation of a special promotional dues program that will allow up to three Consumer Advocate Representatives to be or to become voting members of the End-User Segments of both the RGQ, the REQ, and the WEQ of NAESB at a reduced annual membership of $5000 each through December 31, 2006, and

FURTHER RESOLVED, that not more than one such Consumer Advocate Representative paying a reduced annual membership shall serve as a Board member or an Executive Committee member for each of the indicated Quadrants.

It was noted that this was a continuation of the resolutions passed for 2003. Ms. McQuade stated that consumer advocates and state regulatory staff would likely participate in NAESB as non-members, but the promotional dues provide them the opportunity to voice their support for NAESB and its work products by participating as voting members. The resolution passed unanimously through a voice vote.

4. Executive Committee Report

Mr. Buccigross gave the Executive Committee report. Mr. Buccigross provided updates for each quadrant's 2003 Annual Plan and presented each 2004 Annual Plan for approval of the Board.

Wholesale Gas Quadrant: Mr. Buccigross reported the WGQ had completed all 2003 Annual Plan items, except item 5, *Review of minimum technical characteristics in Appendices C, D, and E of the EDM Manual*, which was carried into the draft 2004 Annual Plan.

Retail Gas Quadrant and Retail Electric Quadrant: Mr. Buccigross reported on the RGQ and REQ. He stated the RGQ and REQ subcommittees have completed their work on Creditworthiness and Billing and Payments, combined totaling over 100 model business practices. He noted the model business practices are identical for both quadrants. Mr. Buccigross stated the outstanding items from the 2003 Annual Plans were carried forward into the draft 2004 Annual Plans.

Wholesale Electric Quadrant: Mr. Buccigross reported that the WEQ had been working diligently on its 2003 Annual Plan, but due to fundamental changes in the environment many of the 2003 Annual Plan items would not directly carry forward into 2004.

2004 Annual Plans: Mr. Buccigross reviewed each quadrant's draft 2004 Annual Plan. A highlight of each plan and any discussion is reflected below.

For the WGQ, Mr. Buccigross noted most of the items in the draft plan address EDM issues, including item 5, *Prepare a common NAESB Electronic Transport (ET) and WGQ Quadrant Electronic Delivery Mechanism (WEQ QEDM) manuals using the version 1.6 NAESB WGQ EDM tab 6 and applicable 4.x.x standards as a base*, which contemplates a joint effort between the WEQ, REQ and RGQ. Additionally, he noted the *Intraday nomination issues* provisional item might become active due to the assignment of Request R03031 to a four quadrant group subsequent to the Executive Committee approval of this draft annual plan. In the alternative, he said some Executive Committee members felt the work necessitated under Request R03031 could be accomplished as standards maintenance. The Executive Committee will decide this issue at its December meeting.

For the RGQ and REQ, Mr. Buccigross stated the draft annual plans were virtually identical since the quadrants are working in lock-step on model business practice development. Additionally, he noted most of the items carried forward from the 2003 Annual Plans. The items not shared by both plans were: RGQ item 9, *Inventory Existing Natural Gas Practices within States*; REQ item 9, *Retail Meter Data Validation, Editing & Estimating*; REQ item 10, *Load Profiling*; and REQ item 11, *Settlement Process*. It was requested that the retail quadrants better define the meaning of supplier (ex. RGQ item 4 and 8).

For the WEQ, Mr. Buccigross stated the draft 2004 Annual Plan was significantly different than the 2003 Annual Plan. Additionally, he noted the WEQ, like the WGQ, must be flexible and reactive to the FERC. Mr. Buccigross stated there was significant work contemplated by the draft annual plan, noting that the Seams Catalog currently consists of 148 issues. Ms. McQuade noted that companion standards to NERC standards that result from the blackout investigation would be

pursued under item 1. Mr. Anderson stated the November 14 letter from Chairman Wood could affect the priority of the annual plan items, though no apparent change was needed at this time. Nevertheless, he said being responsive to the Chairman was important. The provisional items were discussed. It was explained that although provisional items were listed, action by the Executive Committee and Board approval would be required to elevate their status to active.

Ms. Ogenyi moved, seconded by Mr. Templeton, to approve the Resolution Regarding Approval of Proposed 2004 Annual Plans for Wholesale Gas, Wholesale Electric, Retail Gas and Retail Electric Quadrants, which reads as follows:

> RESOLVED, that the Board of Directors of NAESB approves the Annual Plans of each of the four Quadrants for 2004.

The resolution passed unanimously through a voice vote.

5. Updates on Related Groups

Joint Interface Committee: Ms. McQuade briefly discussed the Joint Interface Committee (JIC), a coalition of NERC, NAESB and the ISO-RTO Council (IRC). She stated that the JIC met on September 19 to review several standards requests and ultimately assigned those requests submitted by NAESB to NAESB for further development.

OASIS Standards Collaborative and Electronic Scheduling Collaborative: Ms. McQuade reported that the OASIS Standards Collaborative has merged into the NAESB Information Technology Subcommittee (ITS) and the Electronic Scheduling Collaborative has merged into the NAESB Electronic Scheduling Subcommittee (ESS). It was noted that the ESS and ITS are very active, with the ESS developing standards requests and recommendations to adopt standards consistent with existing FERC orders. Mr. Oberski noted the ESS will hold its first meeting in Washington, DC on December 15-16 at the FERC. Mr. Brown commented that the ESS and ITS are attracting resources from the ISOs and RTOs, with Mr. Simonelli from New England ISO and Mr. Rodriquez from PJM volunteering to co-chair the ESS with Mr. Dison.

Seams Efforts: Mr. Brown reported on the Seams Subcommittee, noting that the subcommittee has produced the Seams Catalog which will be considered by the WEQ Executive Committee in December, and if adopted forwarded to a broad industry audience. Mr. Brown projected the catalog could lead to additional work for the WEQ subcommittees in 2004, consistent with the 2004 Annual Plan. Ms. McQuade noted the ISOs and RTOs were very active in the development of the catalog.

Coordination with NERC: Mr. Brown reported on coordination efforts with NERC. He stated that Mr. Desselle, Mr. Yeung, and Ms. McQuade are participating in NERC's effort to map out the transition of NERC Policies into new standards. Additionally, he stated Mr. Desselle and Mr. Hartsoe are part of NERC's transition team established to react to legislation that would create an Electricity Reliability Organization (ERO), and a potential decision by NERC to move toward becoming an ERO. Finally, he said NAESB has been a standing agenda item for the last two meetings of NERC's Markets Committee. He noted a task force has been established within the NERC MC, chaired by Mr. Brown, to help more effectively coordinate with the SRS and Seams Subcommittee. On a related note, it was reported that NAESB was invited to the IRC Board Meeting to present information on current projects and coordination with NERC.

6. Managing Committee Report

NAESB Update Meeting with the FERC: Ms. McQuade reported on the recent meeting with Chairman Wood which resulted in the Chairman's letter dated November 14 (available in tab 8). Ms. McQuade stated the intent of the meeting was to provide a status report on NAESB activities and discuss the draft 2004 Annual Plans. In addition, Ms. McQuade stated that NAESB received

valuable feedback from the Chairman regarding his disappointment with the substance of the WGQ creditworthiness standards. Ms. McQuade highlighted the topics of discussion, which were also included in her report to the Board. Mr. Haynes stated that overall the meeting was positive and the Chairman was supportive of NAESB's work.

FERC Technical Conference 12-1-03: Ms. McQuade reported on the FERC Technical Conference. She stated the intended purpose was to discuss reliability standards and procedures in light of the pending energy legislation. However, since no legislation has passed, information on the blackout and various related presentations were made including actions that may be taken by the FERC related to the blackout. She noted that all Commissioners were present, except Commissioner Massey.

7. Old and New Business

New Business: Mr. Brown gave a brief review of the WEQ Board and Executive Committee leadership meeting held on December 3, 2003. Key points included: concern over a lack or a drain on resources – both financial and physical; investigation of the potential addition of staff support, funded by the WEQ, to assist the WEQ in standards development; and the potential for increased interactions with FERC staff in search of additional guidance through FERC Orders.

Mr. Haynes stated all parties found the quadrant leadership meetings to be useful and important. As such, those meetings will be continued going forward.

8. Adjourn

The meeting was adjourned on December 4, 2003 at 11:00 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 Procario	Vice President & COO, Cinergy	In Person
Janie Mitcham	Vice President, Fuel and Energy Management, Reliant Energy	In Person
Jim Templeton	Principal, Comprehensive Energy Services	In Person
LDC SEGMENT		
Tim Kelley	Vice President Energy Services and Regulation, Connecticut Natural Gas Corporation and The Southern Connecticut Gas Company	Phone
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	In Person
Lee Stewart	President, Energy Transportation Services, Southern California Gas Co.	Phone
PIPELINE SEGMENT		
Terry McGill	Executive Vice President, Enbridge Energy	In Person
John Somerhalder	President, El Paso Energy Pipeline Group	Absent
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	Absent
William T. Benham	Vice President – Regulatory Affairs, BP Energy Company	Absent
Keith Sappenfield	Regional Director – US Regulatory Affairs, En Cana Oil & Gas (USA) Inc.	In Person
VACANCY	VACANCY	
VACANCY	VACANCY	
SERVICES SEGMENT		
Sylvia Munson	Principal, Elite Computer Consultants	In Person
VACANCY	VACANCY	
Jim Buccigross	Vice President Energy Industry Practice, Group 8760 LLC	In Person
Lyn Maddox	President & CEO, Prospect Energy	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 NERC Region)	In Person
Johnny Magwood	Vice President Customer Services, Baltimore Gas and Electric Company	In Person
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
VACANCY		
VACANCY		
VACANCY		
SERVICES SEGMENT		
H. Ward Camp	Vice President Regulatory and Strategic Alliances, Distribution Control Systems, Inc.	Absent
Stacey Park	Director, The Structure Group	Absent
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	Absent
Jason Woodward	Director of Business Services, Tractebel Energy Services, Inc.	Absent
VACANCY		
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
VACANCY	To be filled from the Large Industrials Sub-segment	
Carol Guthrie	General Manager, Electric Market Strategies, ChevronTexaco Energy Research and Technology Company	Absent
VACANCY	To be filled from the Commercial/Residential Sub-segment	
Ron Jackups	Vice President, Cinergy	In Person
Brett Perlman	Former 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.	Absent
Ted Humann	Senior Vice President Transmission, Basin Electric Power Cooperative	Phone
Arthur G. Fusco	Vice President and General Counsel, Central Electric Power Cooperative Inc.	Phone
Mark B. Bonsall	Chief Financial Executive/Associate General Manager, Salt River Project	Absent
VACANCY	To be filled from the Competitive Retailer Sub-Segment	
GENERATION SEGMENT		
Forrest E. Reeves	Assistant Administrator, Office of Corporate Operations, Southwestern	Phone

	Power Administration	
Charles W. Severance	Director Bulk Power, Wisconsin Public Service Corporation	In Person
John J. Dellas	Executive Director Electric Restructuring, Consumers Energy	Phone
VACANCY	To be filled by the Merchant Sub-segment	
Thomas Ingwers	Director, Energy Trading and Contracts, Sacramento Municipal Utility District	Phone
Gloria Ogenyi	Director Energy and Market Policy, Conectiv Energy Supply, Inc.	In Person
TRANSMISSION SEGMENT		
W Terry Boston	Executive Vice President – Transmission / Power Supply Group, Tennessee Valley Authority	Phone
Peter Flynn	Vice President Transmission Strategy and Policy, National Grid USA	In Person
VACANCY		
Carroll Waggoner	Sr. Manager Transmission Policy, Sunflower Electric Power Corporation	In Person
John H. Zemanek	Vice President Transmission, Entergy	Phone
Michael Desselle	Director Public Policy, American Electric Power	Absent
MARKETER / BROKER SEGMENT		
Steve Oliver	Vice President of Bulk Power Marketing Transmission Services, Bonneville Power Administration / Power Business Line	Phone
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.	In Person
John Meyer	Vice President – Asset Commercialization, Reliant Energy	Absent
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.	In Person
	RETAIL GAS QUADRANT	
DISTRIBUTOR SEGMENT		
Craig White	Acting Chief Operating Officer, Philadelphia Gas Works	Phone
Glen Schwalbach	Assistant Vice President Corporate Planning, Wisconsin Public Service Corp.	Absent
Mark Maassel	Vice President Regulatory & Government Policy, NiSource, Inc.	In Person
Paul Szykman	Manager – Rates & Strategic Planning, UGI Utilities, Inc.	In Person
Joseph F. Bodanza	Senior Vice President for Finance Operations & Regulatory Affairs, KeySpan Energy	Absent
VACANCY		
END USER SEGMENT		
Matthew Parsell	Assistant Director, Natural Gas Division, Indiana Office of Utility Consumer Counselor	Absent
Tina Burnett	Chair, Northwest Industrial Gas Users Association	In Person
VACANCY		
VACANCY		
VACANCY		

VACANCY		
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.	Absent
Greg Lander	Principal, CapacityCenter.com	Absent
Richard Rudden	President & CEO, RJ Rudden Associates, Inc.	Phone
VACANCY		
SUPPLIER SEGMENT		
Randy Magnani	Director C&I Operations, Amerada Hess Corporation	Absent
VACANCY		
VACANCY		
VACANCY		
VACANCY		
VACANCY		

10. Other Participants

Name	Company	In Person/Phone
Bill Boswell	McGuire Woods, LLC	In Person
Mike Bray	Shell Gas Transmission	In Person
Ken Brown	Public Service Electric & Gas Company	Phone
Kathryn Burch	Duke Energy Gas Transmission	Phone
Christopher Burden	Williams Gas Pipeline	In Person
Yvette Camp	Southern Company	Phone
Jim Cargas	NAESB Staff	In Person
Pete Connor	NiSource	Phone
LaRita Cormier	Riverside Reporting	In Person
Ed Davis	Entergy	Phone
Dale Davis	Williams Gas Pipeline	In Person
Bob Goss	SEPA	In Person
Mark Gracey	El Paso East Pipelines	In Person
Bill Grygar	PEPL	In Person
Tom Gwilliam	Iroquois Gas Transmission System	Phone
Barry Lawson	NRECA	Phone
Rae McQuade	NAESB Executive Director	In Person
Lou Oberski	Dominion	In Person
Todd Oncken	NAESB Staff	In Person
Mike Novak	National Fuel	Phone
Lawrence Paulson	Hoffman-Paulson Associates	In Person
Tony Reed	Southern Company	In Person
Mark Scheel	ChevronTexaco	In Person
Veronica Thomason	NAESB Staff	In Person
Kim Van Pelt	PEPL	In Person
Charles Yeung	Reliant	In Person
Randy Young	Gulf South Pipeline	In Person
Steve Zavodnick	Baltimore Gas & Electric	Phone

TAB 6

Draft Work Plan for R03031

Subj:	**Draft Proposal for the NAESB Gas-Electric Coordination Taskforce. doc**
Date:	12/5/2003 12:55:13 PM Central Standard Time
From:	gljackson2@tva.gov
To:	lou_oberski@dom.com, sccobb@srpnet.com, NovakM@NATFUEL.COM, suzanne.calcagno@ubs.com, jmminneman@pplweb.com, ruth.c.kiselewich@bge.com, Keith.Sappenfield@EnCana.com, kvanpelt@panhandleenergy.com, dbmcvick@srpnet.com, jhb@8760.com, Naesb1@aol.com
Sent from the Internet	

I drafted up some ideas that help to get the Gas-Electric Coordination Taskforce going. This should be helpful at our EC meetings next week. Please feel free to provide comments and suggestions.

Thanks

Gary Jackson

Draft Proposal for the NAESB Gas-Electric Coordination Taskforce (GEC)

Deliverable: A report on gas electric coordination issues and gaps completed by June 2004.

Meetings and conference calls: The taskforce would alternate face-to face meetings and conference calls every two weeks starting in January.

The Co-chairs would hold a conference call on Dec 17 or 18 to agree on the meetings and conference calls, and to agree on the deliverables and agenda for the 1st meeting in January.

The group would hold a meeting in January in Nashville, Tennessee sponsored by TVA
Proposed date of January xx, 2004

Meeting and Conference Call Proposal

(1) Appointment of co-chairs and identification of interested participants	Dec. EC meetings
(2) Conference call of the co-chairs to develop a plan for the taskforce	Dec 17 or 18?
(3) Face-to-face meeting in Nashville, Tn. sponsored by TVA	Jan 14?
(4) Conference call	Jan 28?
(5) Face-to-face meeting in TBD	Feb 11?
(6) Conference call	Feb 25?
(7) Face-to-face meeting in TBD	Mar 10?
(8) Conference call	Mar 24?
(9) Face-to-face meeting in TBD	Apr 7?
(10) Conference call	Apr 21?

Draft Agenda for Co Chair conference call in December

Introductions
Agree upon roles of co chairs (chair calls and face-to-face meeting and maintain and develop minutes)
Antitrust statement
Develop and review overall deliverables and milestones for the taskforce
Develop agenda for the first meeting
Set meetings and times for taskforce
Assign responsibilities for presentations at the first face-to-face meeting
Discuss coordination of work with NERC and ISO/RTO taskforces
Provide background documents to NAESB for posting on the website

Draft Agenda for Face-to-face meeting in January (Purpose is primarily fact finding and capturing of issues for attention at later meetings)

Introductions
Antitrust statement
Discussion of deliverables, milestones and meetings for the taskforce
Review of previous and current work by GISB, EEI, NAESB, and NERC
Presentations on natural gas scheduling and standards
- Basic natural gas 101- gas timelines
- Identification of physical and regulatory constraints and timing issues
- Reliability and pricing issues
- Seams issues
- Other

Presentations on electric scheduling and standards
- Basic electricity 101- electric timelines
- Identification of physical and regulatory constraints and timing issues
- Reliability and pricing issues
- Seams issues
- Other

General Discussion
Discuss preparatory work and agenda for next conference call and face-to-face meeting