

**NAESB WGQ Information Requirements Subcommittee Meeting
December 09, 2003 – 8:30 a.m. – 4:00 p.m. (Central Time)
Panhandle Eastern Pipeline**

FINAL MINUTES

1. **Introductions:** Participants introduced themselves
2. **Housekeeping:** Kim Van Pelt provided the housekeeping
3. **Anti-trust Guidelines:** Dale Davis read the anti-trust guidelines
4. **Adoption of Agenda:** The agenda, as modified to correct one of the requester's name, was adopted with no opposition.
5. **Approval of Prior Meeting Minutes & Attachments**
 - November 13-14, 2003,:
The draft minutes for November 13-14, 2003, as posted, and the Attachments, as modified, were adopted as final with no opposition.
6. **Address Current Requests for Initiation or Enhancement of NAESB Standards and items transferred from other NAESB subcommittees** -- Discussion, Q&A and a balanced vote for each item. (The items will be addressed in the order listed until either all items have been addressed or we have run out of time.)

EIITF Related Requests

- **R98048 TransCapacity / Skipping Stone**

Request: A new dataset, called "Fuel Matrix Information," and the code value addition to the Data Sets Requested data element in the Upload of Request for Download dataset to support NAESB WGQ Standard. 1.3.30

(Relevant Minutes: EIITF 11/4/98 – IR Instruction 9; IR 12/10/02, 1/14/03, 4/2/03, 5/6/03, 6/3/03, 8/5/03, 9/4/03, 10/4/03, and 11/13/03)

IR Discussion:

Participants reviewed the work-in-progress that was attached to the minutes from the November 13, 2003 meeting. Modifications to the work product are attached to these minutes.

Discussion turned to the manner in which a party could request the data set. It was determined that it will be requested through the use of NAESB WGQ Standard 2.4.7 – Request for Information. It was determined that no changes are necessary to NAESB WGQ Standard 2.4.8 – Response to Request for Information. Participants determined that we need to point out to BPS that this data set may need to be added to WGQ Standard 2.3.51. It was also noted that **R98040/50** will also create a new dataset in the Additional Standards book and may be subject to the same question to BPS. The following game plan was developed for the processing R98048 and R98040/R98050:

**NAESB WGQ Information Requirements Subcommittee Meeting
December 09, 2003 – 8:30 a.m. – 4:00 p.m. (Central Time)
Panhandle Eastern Pipeline**

- Complete R98040 / 50 – Storage Report items listed below before completing the items listed for R98048 – Fuel Information. The memos to be sent to BPS as identified below, will be sent at the same time.
- R98040/50 – Storage Report
 1. Send a memo to BPS re whether this data set should be requested via the Request for Information (WGQ 2.4.7) and, if so, the possible need to add it to WBQ Standard 2.3.51. Note: this may also impact WGQ Standards 2.3.52 - 2.3.53.
 2. Modify the Additional Standards manual book to be published in Version 1.7 to incorporate this new data set.
 3. Modify WGQ Standard 2.4.7 - Request for Information on the assumption that BPS says 'yes' to #1 above.
- R98048- Fuel Information
 1. Send a memo to BPS re whether this data set should be requested via the Request for Information (WGQ 2.4.7) and, if so, the possible need to add it to WBQ Standard 2.3.51. Note: this may also impact WGQ Standards 2.3.52 - 2.3.53.
 2. Modify the proposed changes to WGQ Standard 2.4.7 - Request for Information and build off of the R98040/50 changes made from the above work effort.
 3. Review proposed changes to TIBP/Additional Standards manual to build off of the changes proposed for R98040/50.

MOTION: Send the following question to BPS:

As a result of processing request R98048, Information Requirements (IR) is developing the Fuel Information data set. IR has determined that the best implementation for requesting this dataset would be to utilize the Request for Information – NAESB WGQ Standard 2.4.7.

NAESB WGQ Standards 2.3.51 through 2.3.53 set forth guidelines for the support of the Request for Information for various data sets and the timeframes for replying to such requests.

Should there be similar guidelines for the new Fuel Information data set? If so, IR recommends the following change to NAESB WGQ Standard 2.3.51:

NAESB WGQ Standards 2.3.52 and 2.3.53 apply to the following Statements:

- NAESB WGQ Standard No. 0.4.z2 Fuel Information
- NAESB WGQ Standard No. 1.4.5 Scheduled Quantity
- NAESB WGQ Standard No. 2.4.3 Allocation
- NAESB WGQ Standard No. 2.4.4 Shipper Imbalance

**NAESB WGQ Information Requirements Subcommittee Meeting
December 09, 2003 – 8:30 a.m. – 4:00 p.m. (Central Time)
Panhandle Eastern Pipeline**

Vote				Balanced	Balanced	Balanced
	For	Against	Total	For	Against	Total
End Users	0	0	0	0.00	0.00	0
LDCs	0	0	0	0.00	0.00	0
Pipelines	7	0	7	2.00	0.00	2
Producers	0	0	0	0.00	0.00	0
Services	1	0	1	1.00	0.00	1
	8	0	8	3.00	0.00	3

- **R98040 / R98050 Columbia Gas / TransCapacity (Skipping Stone) - Storage Report**

Review and update proposed implementation for recent changes resulting from the EC adoption on June 5, 2003 of the proposed implementations for R98057B and R99024.

(Relevant Minutes: EIITF – 11/4/98, 12/1/98, 1/20/99; IR – 4/11/00, 5/16/00, 6/13/00, 9/12/00; BPS – 11/30/00; IR 12/12/00; Technical 10/8/01; IR 10/9/01, 7/10/03, 8/5/03, and 11/13/03)

IR Discussion:

Participants reviewed the work-in-progress that was attached to the minutes from the November 13, 2003 meeting. Modifications to the work product are attached to these minutes.

See discussion above, in R98048 about processing these requests in relation to the processing of R98048. Participants determined that we BPS needs to be made aware of the fact that this data set may need to be added to NAESB WGQ Standard 2.3.51 with possible modifications to WGQ Standards 2.3.52 and 2.3.53

MOTION: Send the following question to BPS:

As a result of processing request R98040/R98050, Information Requirements (IR) is developing the Storage report data set. IR has determined that the best implementation for requesting this dataset would be to utilize the Request for Information – NAESB WGQ Standard 2.4.7.

NAESB WGQ Standards 2.3.51 through 2.3.53 set forth guidelines for the support of the Request for Information for various data sets and the timeframes for replying to such requests.

Should there be similar guidelines for the new Storage Report data set? If so, IR recommends the following change to NAESB WGQ Standard 2.3.51:

NAESB WGQ Standards 2.3.52 and 2.3.53 apply to the following Statements:

- NAESB WGQ Standard No. 0.4.z1 Storage Report
- NAESB WGQ Standard No. 1.4.5 Scheduled Quantity
- NAESB WGQ Standard No. 2.4.3 Allocation
- NAESB WGQ Standard No. 2.4.4 Shipper Imbalance

**NAESB WGQ Information Requirements Subcommittee Meeting
December 09, 2003 – 8:30 a.m. – 4:00 p.m. (Central Time)
Panhandle Eastern Pipeline**

Vote				Balanced	Balanced	Balanced
	For	Against	Total	For	Against	Total
End						
Users	0	0	0	0.00	0.00	0
LDCs	0	0	0	0.00	0.00	0
Pipelines	7	0	7	2.00	0.00	2
Producers	0	0	0	0.00	0.00	0
Services	1	0	1	1.00	0.00	1
	8	0	8	3.00	0.00	3

7. Other Business

The agenda for the next meeting will include the following:

- Response from BPS on the IR memo dated May 23, 2003 regarding an issue that came up during the Cross Contract Ranking Subcommittee meetings. Related to this issue is TransCanada's request R03015 and which will be worked on that at the same time.
- R98040 / R98050 – address the related request R03030 from Northern Natural Gas and follow the game plan outlined above.
- R98048 – modify the proposal as necessary to build off the proposed implementation for R98040/R98050 as set forth in the game plan outlined above.

It was noted that in the future, the agendas for the meetings will reflect that the time of the meetings will be divided between the new data sets and the smaller maintenance items reflected on the IR log.

8. Next Meeting Dates and Location

Next Meeting: January, 2004 Albuquerque, NM
 Host: PNM
 Jan 13 (T) IR
 Jan 14 (W) IR
 Jan 15 (Th) Technical

The chair has not received confirmation from the NAESB office on any of the proposed dates for the remainder of 2004.

(Note: subsequent to the December 9, 2003 meeting, the IR / Technical meetings for January, 2004 were posted on the general NAESB calendar and the chair is assuming they are therefore confirmed.)

9. Adjourn

**NAESB WGQ Information Requirements Subcommittee Meeting
December 09, 2003 – 8:30 a.m. – 4:00 p.m. (Central Time)
Panhandle Eastern Pipeline**

Meeting Attendees and Voting Record

Attendee	Organization	12/9/03	NAESB Member?
<u>Pipelines:</u>			
Kathryn Burch	Duke Energy Gas Transmission	√	√
Christopher Burden	Williams Gas Pipeline	√ (nv)	√
Dale Davis	Williams Gas Pipeline	√	√
Bill Griffith	Colorado Interstate Gas	√	√
Tran Kimbel	Dominion Transmission	√	√
Donna Scott	Transwestern Gas	√	√
Mike Stender	El Paso Natural Gas	√	√
Kim Van Pelt	Panhandle Eastern Pipe Line	√	√
Randy Young	Gulf South Pipeline Company, LP	√	√
<u>Services:</u>			
Greg Dodson	Dominion Resources Services, Inc.	√	√
<u>Producers:</u>			
<u>End Users:</u>			
<u>LDCs:</u>			
<u>Associations:</u>			

Bold signifies Chair

nv – not voting