



## 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 Retail Electric Quadrant Executive Committee, Posting for Interested Industry Participants  
**FROM:** Todd Oncken, NAESB Deputy Director  
**RE:** NAESB Retail Electric Quadrant Executive Committee Meeting Final Minutes- June 4, 2003  
**DATE:** June 16, 2003

---

**Retail Electric Quadrant Executive Committee  
Wednesday, June 4, 2003, 2:00 p.m. to 3:00 p.m. Eastern  
Final Minutes**

### 1. Welcome

Mr. Minneman called the meeting to order and thanked the American Gas Association for hosting. Mr. Oncken reminded participants antitrust guidelines were still in effect. Meeting participants introduced themselves.

### 2. Adoption of Draft Agenda & Draft Minutes

Participants discussed the draft agenda. Several changes were proposed, including: 1) adoption of revised mission statements as item 3; and 2) addition of the following Other Business - update on PKI, update on activities of other quadrants, and discussion of NARUC call agenda. Ms. Hess moved, seconded by Ms. Kiselewich, to adopt the draft agenda as modified. The motion passed unanimously.

Mr. Moran moved, seconded by Mr. Newbold, to adopt the redlined draft minutes of the April 10, 2003 Retail Electric Quadrant Executive Committee meeting, as modified during this meeting. The motion passed unanimously.

### 3. Adoption of Mission Statements

Pursuant to the motion passed during the June 4, 2003 Retail Electric Quadrant (REQ)/Retail Gas Quadrant (RGQ) Joint Session regarding the proposal to change the venue for development of data dictionaries and complementary documentation from the Technical Electronic Implementation Subcommittees (TEIS) to the business subcommittees, Mr. Minneman stated it was appropriate to change the mission statements of the three affected REQ subcommittees - Technical Electronic Implementation Subcommittee (TEIS), Customer Processes Subcommittee (CPS), and Supplier-Utility Interface Subcommittee (SUIS). During discussion on modification of the mission statements, Mr. Buccigross suggested deleting the last two sentences of each mission statement and replacing it with the following sentence: "All voting is as specified in the NAESB Certificate, Bylaws, and NAESB Operating Procedures (NAESBOps)."

Ms. Hess moved, seconded by Ms. Kiselewich, to adopt the revisions to the REQ CPS, REQ SUIS and REQ TEIS mission statements, as redlined in the *Proposal to Change the Venue for Development of Data Dictionaries and Complementary Documentation* work paper and consistent with Mr. Buccigross's suggestion above (see attached). During discussion Ms. Hess reviewed the proposed changes. The motion passed unanimously.

### 4. Plans for Next Meetings

Mr. Minneman generally reviewed future Executive Committee Meeting dates. He noted the next Executive Committee meeting is scheduled for August 5-7, 2003 in Philadelphia. Also, he noted the Executive Committee is scheduled to meet in October in Tempe, AZ and December in Houston, TX.



## 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](http://www.naesb.org)

---

Participants agreed the time allotment used for the June Retail Quadrant Executive Committee meetings was appropriate. Mr. Minneman encouraged Executive Committee members to submit agenda items for discussion at future Executive Committee meetings.

### **5. Other Business**

Update on PKI: Ms. McQuade stated NERC is developing a workshop for NAESB on PKI. The workshop is scheduled for July 1 in Baltimore, MD, with limited seating. While attendance is open to all interested parties, Ms. McQuade encouraged participation by those with technical knowledge and trade association representatives.

Update on Activities in Other Quadrants: Ms. McQuade generally commented on the activities of the other quadrants. She noted the Wholesale Gas Quadrant is slated to revisit and vote on the proposed creditworthiness standards at the June 5, 2003 meeting. Ms. Calcagno stated the Contracts Subcommittee is close to passing a model Credit Support Addendum.

Ms. McQuade announced the Wholesale Electric Quadrant (WEQ) has passed its first standard, the Funds Transfer Agent Agreement (FTAA). Additionally, she stated the WEQ is working on seams issues, likely beginning work on creditworthiness, and reviewing the possibility with Edison Electric Institute and its task force of adopting the Edison Electric Institute Master Agreement as a NAESB standard.

Discussion of Monthly Update Call Agenda: Ms. McQuade reviewed the agenda for the June Monthly Update Call. Agenda items include: retail gas procedures inventory survey, retail gas & electric proposed standards, wholesale gas version 1.7 standards, wholesale electric standard contracts, and a joint interface committee update. She noted the update calls have had good response, with 21 state representatives and 69 NAESB member representatives attending the May call. Topics discussed on the May call included: the FERC white paper, wholesale electric quadrant seams task force, and wholesale gas quadrant proposed creditworthiness standards for pipeline capacity.

Mr. Minneman briefly discussed the REQ portion of the June agenda. He stated his intention would be to provide an overview, without getting into the details of specific proposed standards. He said this approach would provide meeting attendees with an understanding of the issues being addressed by the REQ, including their scope and intended results. Further, he said a focus of the discussion would be the collaboration of the retail quadrants in standards development efforts.

### **6. Adjourn**

The meeting adjourned at 2:47 p.m. Eastern.



## 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

### 7. Attendance

	Title, Organization	Present
<b>Distribution Segment</b>		
Ruth Kiselewich	Director Special Projects and Supplier Services, Baltimore Gas & Electric Company	In Person
Terry Moran	Regulatory Issues Manager, PSEG (MAAC NERC Region)	In Person
William Newbold	Strategy Manager of Electric Choice Implementation Team, Detroit Edison (ECAR NERC Region)	In Person
Jonathan Kubler	Manager of Pricing and Rates, Georgia Power Company	Absent
<b>End User Segment</b>		
V A C A N C Y		
Steve LaFond	Corporate Electricity Resources, Boeing Corporation	Phone
Barbara Alexander	Maine Office of Public Advocate	In Person
V A C A N C Y		
<b>Services Segment</b>		
Jim Minneman	Director of Business Services, PPL Solutions LLC	In Person
Dick Brooks	Independent Consultant	Absent
Rob Connell	Manager of Commercial Systems Applications, Electric Reliability Council of Texas	Absent
Mark Jarrett	Team Leader - Market Information and Analysis, Market Intelligence, Southern Company	Phone
<b>Supplier Segment</b>		
Bill Barkas	Manager of Retail State Government Relations, Dominion Retail, Inc.	Phone
Margarida Williamson	Senior Counsel, Calpine PowerAmerica, LP	Absent
Theresa Hess, alt. for Vacancy	Manager NAESB Relations, Reliant Energy Retail Services	In Person
V A C A N C Y		
<b>Administrative:</b>	Rae McQuade	-Executive Director
	Veronica Thomason	-NAESB Staff
	Todd Oncken	-Deputy Director



## 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](http://www.naesb.org)

### Observers to the Meeting:

Name	Company	In Person/Phone
Mariam Arnaout	American Gas Association	In Person
Gwen Beadles	Dominion Virginia Power	Phone
George Behr	Energy Services Group	In Person
Jim Buccigross	Group 8760	In Person
Yvette Camp	Southern Company	Phone
Tom Gwilliam	Iroquois Gas Transmission System, LP	In Person
Leonard Haynes	Southern Company	In Person
Marcy McCain	Duke Energy Gas Transmission	In Person
Les Nishida	Wisconsin Public Service Corp.	In Person
Marjorie Perlman	Energy East Management Corp.	In Person
Phil Precht	Baltimore Gas & Electric	In Person
Lisa Roberts	Defense Energy Support	Phone
Evan Rowe	Public Utility Commission of Texas	Phone
Pam Silberstein	NRECA	In Person
Ken Yagelski	Washington Gas	In Person
Randy Young	Gulf South Pipeline Company	In Person