



North American Energy Standards Board

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TO: NAESB Retail Electric Quadrant Executive Committee, Posting for Interested Industry Participants
FROM: Meghan McMillan, NAESB Staff
RE: Final Minutes from the NAESB Retail Electric Quadrant Executive Committee Conference Call – October 30, 2002
DATE: December 13, 2002

**Retail Electric Quadrant Executive Committee Conference Call
October 30, 2002
12:00 p.m. – 1:00 p.m. CDT
Final Minutes**

1. Welcome

Roll call was taken by Ms. McMillan. Mr. Minneman opened the meeting and gave the antitrust guidelines. Ms. Hess added a discussion of the wholesale gas meeting that overlaps the CPS subcommittee meeting under the Customer Processes Subcommittee update. The agenda was adopted as amended.

2. Subcommittee Status

Customer Processes Subcommittee

Mr. Fenoglio gave the update for the subcommittee. The next meeting is scheduled for November 7 in Houston. The group will be discussing the draft policy question that Mr. Moran raised. It was noted the working group is making progress on the billing and payments item. They have completed a review of the draft and hope to have a redlined version out by Monday. The work product from the group will be reviewed at the November 7 meeting. The next item will be customer switching and enrollment.

Ms. Hess voiced concerns about the WGQ BPS meeting on creditworthiness overlapping the REQ CPS meeting. It was agreed, at this time there would be no change in the schedules, but in the future, if the discussions on creditworthiness are expanded, scheduling issues should be taken into consideration.

Supplier-Utility Interface Subcommittee

Ms. Broadrick informed the group Mr. Newbold would be chairing the SUIS meeting. The draft agenda has been sent out and the working group's documents on creditworthiness have been prepared. Both of these are on the REQ list serve, and will be posted on the NAESB website. There was a brief discussion about how to join the REQ list server, and Mr. Minneman volunteered to contact Mr. Brooks for more details.

Technical Electronic Implementation Subcommittee

There was a conference call earlier in October during which the possibility of starting with the NAESB EDM model as a strawman was discussed. On November 19 in Dallas there will be a meeting to discuss development of an implementation guide, which will have the nuances of regional differences. Mr. Brooks and Mr. Spangler are developing a proposal to organize a cross-quadrant effort at keeping the EC advised of technical matters and their effect across quadrants.



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3. REQ List Servers

This item was previously discussed.

4. Policy on Alternate EC Members

An election will be held to fill the vacant positions in the distributors segment and the services segment. Ms. Camp asked if new designated alternates would be chosen during the new election. Ms. Hess suggested the EC reference the bylaws to determine the procedures for alternates. A need for segment chairs was noted and it was agreed it would be the chair's responsibility to keep track of notifying alternates. Volunteers were selected to facilitate the election of segment chairs: Ms. Hess for suppliers, Mr. Moran for distributors, Mr. Jerrett for services, no end users volunteered at the meeting.

5. Alternate Triage Members

The recommended alternate Triage Committee members as follows: Ms. Hess for suppliers, Mr. Minneman for services, Mr. Moran for distributors, Mr. LaFond for end users.

6. Annual Plan Subcommittee

The Annual Plan Subcommittee representatives are as follows: Ms. Hess for suppliers, Mr. Minneman for services, Mr. Newbold for distribution, Ms. Alexander for end users.

7. Next Meeting

It was suggested the REQ EC hold meetings monthly, and unless the agenda contains voting items there is no need to call the meetings EC meetings. The next meeting was scheduled for November 20, 2002 at 12:00 p.m. CDT.

Mr. Moran noted questions directed to the board when the REQ filed its procedures still need to be addressed. It was agreed this item should be added to the agenda for the December EC meeting.

8. Adjourn

Ms. Kiselewich made a motion to adjourn and Mr. Moran seconded. The meeting adjourned on October 30, 2002 at 1:24 p.m. CDT.



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