



## 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  
Home Page: www.naesb.org

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**TO:** NAESB Retail Electric Quadrant, Posting for Interested Industry Participants  
**FROM:** Meghan McMillan, NAESB Staff  
**RE:** Draft Minutes from the NAESB Retail Electric Quadrant General Information Conference Call - January 29, 2003  
**DATE:** February 10, 2003

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**Retail Electric Quadrant General Information Call  
Wednesday, January 29, 2003  
Draft Minutes**

### 1. Welcome

Mr. Minneman opened the meeting and gave the antitrust guidelines. Ms. Hess asked that the adoption of the minutes from the November 20, 2002 General Information call be added to the agenda. It was suggested that the group discuss designated alternates. Ms. Edwards asked for an update on the REQ vice-chair position. Mr. Minneman noted that Ms. Kiselewich is the REQ vice-chair. Ms. McQuade noted that Waters Davis is acting as an agent for Reliant and still holds the REQ vice-chair position on the Board of Directors. Mr. Brooks proposed to add the TEIS meeting being held on February 12-14 in Atlanta, GA under agenda item two. Mr. Zavodnick moved, seconded by Mr. Moran, to adopt the modified agenda. Upon a procedural vote, the agenda was adopted as modified. Mr. Zavodnick moved, seconded by Mr. Newbold, to adopt the November 20, 2002 draft minutes. Upon a procedural vote, the draft minutes were adopted as written.

### 2. Future Subcommittee Meetings

Mr. Moran announced the next meetings for the CPS and SUIS being held in Newark, NJ on February, 25-27 at PSE&G. He reminded participants to email him with RSVPs if they want to attend. He requested attendees planning to stay at the Hilton forward him an email stating their intent so that he can respond and send them a letter guaranteeing the discounted rate. Mr. Brooks reviewed the plans for the TEIS meeting being hosted by Southern Company on February 12-14, 2003. He noted the subcommittee will continue to work on the EDM/EDI document.

### 3. Brief Status of Subcommittee Activities

#### Customer Processes Subcommittee (CPS)

Mr. Alston stated the CPS should be able to finish work on Billing and Payment at the meeting in Newark on February 26-27, 2003. The subcommittee would like to vote on Billing and Payment at their meeting in St. Louis on April 1-2, 2003. During the second quarter CPS will work on completing Enrollment and Switching. Mr. Alston noted the CPS has discussed coordination with the RGQ and with the REQ Technical Electronic Implementation Subcommittee. Mr. Moran stated the RGQ will kickoff its subcommittees on February 3, 2003 and the RGQ will make an effort to catch up to the REQ subcommittees as quickly as possible. The CPS suggested the EC set up a subcommittee to develop a glossary as discussed at the last CPS meeting. Mr. Minneman stated he would put the development of this subcommittee on the agenda for the New Orleans EC meeting. It was noted that this will also be on the agenda for the next Annual Plan subcommittee meeting.

#### Supplier-Utility Interface Subcommittee (SUIS)

Mr. Newbold noted the redline document the SUIS is working on will be posted. The re-organized draft should be out by February 7, and he expects comments back by February 17 or 18. A



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summary of the comments will go out on February 20. Mr. Newbold will send the request for comments to the NAESB office to be posted.

### **Technical Electronic Implementation Subcommittee (TEIS)**

The last TEIS meeting took place on January 16-17, 2003 in Salt Lake City. The focus of the meeting was to review the WGQ EDM to determine if its content could be adapted for the REQ's use. Several changes were made to the WGQ EDM document to adapt it to the REQ. The TEIS also discussed possible coordination/alignment with the WGQ EDM subcommittee. The subcommittee decided to wait for direction from the EC before beginning coordination efforts with the WGQ EDM. Ms. McQuade noted EDM is on the agenda for the next Annual Plan subcommittee meeting on February 3, 2003.

### **4. Use of "Principles"**

Mr. Minneman noted at the SUIS/CPS meetings in Atlanta there was discussion about the definition of the term 'Principle' as it applies to standards. Ms. McQuade invited Mr. Buccigross to explain how the WGQ uses principles, standards and definitions in Standards. Mr. Buccigross explained in GISB (now NAESB) there are four sub-differentiations of standards called principles, definitions, standards and data sets. Mr. Buccigross stated the main difference between principles and other types of standards is principles do not contain quantitative information.

### **5. Voting**

Mr. Minneman noted he has received calls about the voting procedure in a NAESB subcommittee. He explained, balanced voting is used in NAESB subcommittees and anyone participating can vote regardless of whether they are a NAESB member as long as they align themselves with a segment. Further, Ms. McQuade clarified that if there are two individuals attending a subcommittee meeting from the same company and represent the same segment, they cannot both vote. She also noted the Parliamentary Committee is reviewing the NAESBops to ensure they apply to all four quadrants. Ms. Camp asked if interested parties would be able to comment on the changes made to the NAESBops. It was noted there is no preclusion to sending in comments, and anyone is welcome to attend the meetings of the groups assigned to work on the NAESBops.

### **6. Other Business**

#### **Designated alternates**

Ms. Camp asked about the status of the REQ designated alternates. Ms. McQuade noted this item will be discussed at the EC meeting on February 19, 2003.

#### **7. Next Meeting**

No meeting date was specified during the meeting.

#### **8. Adjourn**

Mr. Newbold moved, seconded by Mr. Alston, to adjourn the meeting on Wednesday, January 29, 2003 at 2:00pm CDT.



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### 9. Meeting Attendees

Name	Company
Alexander, Barbara	Public Advocate State of Maine
Alston, Rick	Old Dominion Co-Op
Beadles, Gwen	Dominion Virginia Power
Brooks, Dick	Systrends
Buccigross, Jim	Group 8760
Burden, Christopher	Williams Gas Pipeline
Camp, Yvette	Southern Company
Camp, Ward	DCSI
Carrier, Ron	Consumers Energy
Connell, Robert	ERCOT
Davis, Dorman	Mississippi Power
Davis, Dale	Williams Gas Pipelines
Dotterweich, Andrew	Consumers Energy
Evans, Lewis	PMO Link
Heath, Cathy	Georgia Power Company
Hess, Theresa	Reliant Energy Retail Services
Kerver, Ron	Consumers Energy
Kiselewich, Ruth	BGE
Kubler, John	Georgia Power Company
Marino, Annunciata	Pennsylvania Public Utility Commission
Mason, Jean	Ameren
McMahon, Patricia	National Grid
McMillan, Meghan	NAESB
Minneman, Jim	PPL Solutions
Moran, Terry	Public Service Electric & Gas Company
Newbold, Bill	Detroit Edison
Nishida, Leslie	Wisconsin Public Service Corporation
Novak, Michael	National Fuel Gas Distribution
Ray, Judy	Alabama Power Company
Ringebach, Thomas	American Electric Power
Robert, Lisa	Defense Energy Support Center
Russom, John	Alabama Power Company
Tenorio, Charles	Exelon Energy Delivery
Thiry, Ken	Wisconsin Public Service
Wilten, Eric	NYSEG
Zavodnick, Steve	Baltimore Gas & Electric