



North American Energy Standards Board

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TO: NAESB Retail Electric Quadrant and Retail Gas Quadrant Glossary Subcommittee, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB Retail Electric Quadrant and Retail Gas Quadrant Glossary Subcommittee Conference Call – June 6, 2003

DATE: June 19, 2003

**Retail Gas Quadrant and Retail Electric Quadrant
Glossary Subcommittee
June 6, 2003 (10:00am – 11:00am Central)
Final Minutes**

1. Administrative

Ms. Mason opened the meeting and gave the antitrust advice. The group agreed to postpone any finalizing decisions because there was only one representative from the RGQ present on the call. Agenda items three and four were changed. Mr. Newbold moved, seconded by Mr. Yagelski to adopt the agenda as modified. The agenda was adopted as modified absent objection. Ms. Camp moved, seconded by Ms. Mason to adopt the draft minutes from May 16, 2003. The draft minutes were adopted as written absent objection.

2. Discussion of Motion Made at the EC Meeting

Ms. Mason read the motion made at the EC meeting on June 4, 2003 as follows:

“To address immediate needs to permit the REQ and RGQ SUIs, and CPS and TEIS subcommittees to complete standards, the REQ and RGQ Executive Committees (ECs) Direct the Glossary Subcommittee with developing definitions of terms provided by CPS, SUIs, and TEIS subcommittees so that these subcommittees can use these terms in the standards. The REQ and RGQ ECs direct that the Glossary Subcommittee first define those terms where there is no overlap and then address those used by these subcommittees with a goal of developing a single definition for all terms used. The defined terms may be approved by the REQ and RGQ ECs at the same time as the standards in which those definitions are first used are approved. Further, the Glossary Subcommittee shall revise their mission and include the process they propose using and bring this proposal to the ECs in August.”

Mr. Newbold reviewed the discussion at the EC that led to the motion. He noted the Glossary Subcommittee should have the final SUIs definitions finished and presented to that subcommittee in time for their July meeting. Mr. Newbold stated that approval of the definitions by the Glossary Subcommittee would most likely be done by majority consensus. Ms. Hess voiced concerns about the open-ended nature of this motion in regards to who was actually going to be placing the final approval on the definitions.

3. Review of Request from the SUIs

Mr. Newbold reviewed the 25 definitions submitted by the SUIs, and noted they have been moved to the top of the Glossary Subcommittee's agenda.

It was agreed that the correct place to approve and vote on final definitions is in the Glossary Subcommittee. Mr. Newbold proposed the procedure for approving these first 25 definitions be made clear so the individuals interested in contributing to discussions concerning these definitions



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can be available to participate in the meetings. Ms. Camp volunteered to be responsible for representing the Glossary Subcommittee at the contributing subcommittee meetings.

4. New Business

No new business was discussed.

5. Next Steps

Ms. Mason noted the next conference call will be held on June 20, 2003 (9:00 a.m. – 11:00 a.m. Central). It will be posted that a possible vote will be taken at the call scheduled for June 20, and the agenda will include the definitions that will be voted on. There was a brief discussion during which the definition comparison spreadsheet was reformatted and Ms. Camp asked that it be noted that UBP definitions were considered during the original Glossary Subcommittee discussions.

6. Adjourn

Mr. Newbold moved, seconded by Ms. Hess to adjourn the meeting on June 6, 2003 at 11:16 a.m. Central.

7. Attendees

Name	Company
Roberts, Lisa	Defense Energy Support Center
Hess, Theresa	Reliant Energy Retail Services
Camp, Yvette	Southern Company
McMillan, Meghan	NAESB
Yagelski, Ken	Washington Gas
Mason, Jean	Ameren Services
Newbold, William	Detroit Edison