



## 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

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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 – August 29, 2003

**DATE:** October 30, 2003

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**Retail Electric Quadrant and Retail Gas Quadrant  
Glossary Subcommittee  
August 29, 2003 (9:00 a.m. – 11:00 a.m. Central)  
Final Minutes**

### 1. Administrative

Mr. Sytsma opened the meeting and noted that because Ms. Mason will be moving, the Subcommittee will need to identify a new co-chair for the REQ side. Ms. McMillan gave the antitrust advice. Introductions were made. Ms. Camp requested the group discuss Business Day as well as the two terms that are on the agenda. Ms. McCain moved, seconded by Ms. Camp to adopt the agenda with modifications. The agenda was adopted absent objection. Corrections were made to the August 1, 2003 draft minutes. Mr. Eynon moved, seconded by Ms. Camp to adopt the revised draft minutes. The minutes were adopted absent objection. Corrections were made to the August 11, 2003 draft minutes. Ms. Camp moved, seconded by Mr. Eynon to adopt the revised draft minutes. The minutes were adopted absent objection.

### 2. Discuss and Vote on Definitions

Business Day: Ms. Camp noted the Supplier-Utility Interface Subcommittee (SUIS) and the Customer Processes Subcommittee (CPS) decided the best way to solve this problem would be to add this item to the Principles section where it would be noted that this term will be defined in the governing documents. The term Business Day would also remain in the definitions section with the following definition: “as defined in the Governing Documents.” Ms. Camp moved, seconded by Mr. Eynon to adopt this definition of Business Day. The definition was adopted absent objection.

Service Delivery Point: Mr. Gross suggested this term be defined without any reference to rate code. A new definition was suggested as follows: “A physical metered and/or unmetered service location supplying energy to a Customer premise.” It was also suggested to move the last sentence in the Service Delivery Point definition to the definition of Rate Code. Mr. Gross moved, seconded by Mr. Eynon to adopt the definition as revised. The definition was adopted absent objection.

Rate Code: A new definition for Rate Code was suggested as follows: “A product identifier used in a billing system which contains all information such as description and price, needed to bill for that product. One or more Rate Codes may be billed on a single account.” Mr. Eynon moved, seconded by Ms. McCain to adopt the definition as revised. The definition was adopted absent objection.

### 3. New Business

Mr. Sytsma asked if participants would like to comment on anything they thought the Glossary Subcommittee should address for the 2004 Annual Plan. No comments were offered during the meeting. It was noted that the retail quadrants have scheduled a meeting to discuss their 2004 annual plan on September 15, 2003.



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### 4. Next Meeting

The next Glossary Subcommittee meeting was scheduled for Friday, September 19, 2003 (9:00 a.m. – 11:00 a.m. Central).

### 5. Adjourn

Ms. McCain moved, seconded by Mr. Eynon to adjourn the meeting on August 29, 2003 at 9:43 a.m. Central.

### 6. Attendees

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Name	Company
Camp, Yvette	Southern Company
Eynon, Patrick	Ameren
Gross, Blake	American Electric Power
McCain, Marcy	Duke Energy Gas Transmission
McMillan, Meghan	NAESB
Sytsma, Don	RJ Rudden