



TO: NAESB Retail Electric Quadrant and Retail Gas Quadrant Executive Committee,
Posting for Interested Industry Participants

FROM: Todd Oncken, NAESB Staff

RE: NAESB Retail Electric Quadrant and Retail Gas Quadrant Joint Executive Committee
Meeting Final Minutes- February 19, 2003

DATE: March 26, 2003

Retail Electric Quadrant/Retail Gas Quadrant Joint Executive Committee
Thursday, February 19, 2003
Final Minutes

1. Welcome

Mr. Buccigross presided over the meeting. Participants introduced themselves. Mr. Oncken gave the antitrust advice. Mr. Zavodnick proposed a modification to the agenda to include the customary 'Welcome' portion of the agenda, including introductions and anti-trust advice, and renumber the agenda accordingly. Mr. Zavodnick moved, seconded by Mr. LaFond, to adopt the agenda as modified. Absent objection the modified agenda was adopted unanimously.

2. Review of Common Activities of Each Subcommittee

Mr. Buccigross noted the Annual Plan Subcommittee (APS) has identified a number of items on the Retail Gas Quadrant (RGQ) and Retail Electric Quadrant (REQ) annual plans that could require cross-quadrant work between the RGQ and REQ. On Ms. Kiselewich's suggestion, participants discussed the concept of joint RGQ and REQ work on a philosophical level. Mr. Novak proposed the RGQ and REQ work jointly on issues that were of joint responsibility. Mr. Novak noted the current subcommittee structure of both quadrants would allow this coordination on the functional level, and allow each quadrant to work independently on areas of independent interest. As a practical matter, Mr. Novak proposed the RGQ and REQ subcommittee meetings could function as follows: REQ CPS Day 1 Part 1, Joint REQ/RGQ CPS Day 1 Part 2 through Day 3 Part 1, RGQ CPS Day 3 Part 2.

Mr. Novak stated he has encouraged the RGQ subcommittees to work in areas where the REQ has begun standards development, with hopes this practice would lead to orientation for the RGQ subcommittee participants on the current REQ progress. Conversely, Mr. Novak said the model for topics which neither quadrant has begun work might be different.

Ms. Kiselewich suggested the group discuss the mechanics of the coordination among the subcommittees and whether it would be more beneficial to adjust the REQ standards development schedule to account for the joint discussion on common items, or for the REQ to continue to work toward existing deadlines. Ms. Alexander favored adjusting the REQ timeline, since the other option would result in RGQ subcommittees duplicating the efforts of the REQ subcommittees. Mr. Novak concurred with the approach favored by Ms. Alexander. Mr. Novak noted the standards process is not complete until standards are published, hopefully in a single comprehensive retail standards manual. There was general agreement that synchronization should occur now, rather than later.

It was noted that since there has been participation in the REQ subcommittees by RGQ members, and the REQ is in the standards development process, synchronization should not be a lengthy process. However, Ms. Hess expressed concern that completion of 2003 RGQ Annual Plan Item 1, Inventory Existing Natural Gas Practices within States, might slow synchronization efforts, if item 1 must be completed prior to standards development. Mr. Novak stated that since the item 1 work



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

can be done simultaneously with standards development on the areas the REQ has begun work, it should not slow the process. However, Mr. Novak stated his hopes the inventory work would be done in advance of the standards development of subsequent annual plan items.

It was suggested joint meetings should begin after the currently scheduled REQ subcommittee meetings are complete. It was reasoned that while the RGQ participants were certainly welcomed and encouraged to attend and participate in the REQ meetings, it would not be appropriate to make the meetings joint since they are scheduled to begin as early as next week.

Mr. Novak suggested the chairs of the corresponding REQ and RGQ subcommittees schedule conference calls to update the RGQ members on REQ progress. It was also suggested there be organizational conference calls to arrange for logistical aspects of cross-quadrant coordination.

3. Identification of Issues that May Require Joint Efforts and Coordination for Such Efforts

Mr. Zavodnick reported the APS findings on REQ and RGQ coordination. At its February 11, 2003 meeting, the APS adopted the following motion: *to add the following items from the RGQ and REQ annual plans to the list of items for joint Retail Gas-Retail Electric Quadrant activity, with the detail and degree of coordination to be worked out over the next 18 months: Billing & Payments; Creditworthiness Standards; Customer Enrollment & Switching; Supplier Licensing; Retail; Customer Information; Customer Inquiries; Market Participant Interactions; Electronic Delivery Mechanisms; and Inventory Existing Natural Gas Practices within states.*

It was noted the current function of the APS is to identify apparent overlaps between the 2003 Annual Plans for each quadrant. Any changes to the individual annual plans are the purview of each Quadrant's Executive Committee, with corresponding approval by the NAESB Board of Directors.

Mr. Zavodnick suggested coordination between the REQ and RGQ on issues currently underway by the REQ, as the other items identified by the APS are not critical today. Accordingly, Mr. Novak moved, seconded by Mr. Newbold, that for the 2003 Annual Plan items on Billing and Payment (REQ item 1, RGQ item 6), Creditworthiness (REQ item 2, RGQ item 3), and EDM (REQ item 12, RGQ item 12), the REQ Executive Committee and RGQ Executive Committee, meeting jointly, direct their Quadrant's Customer Processes Subcommittee, Supplier-Utility Interface Subcommittee and Technical Electronic Implementation Subcommittee, respectively, to approach the development of model business practices jointly, as practicable. Absent objection and abstention, the motion passed unanimously.

4. Plans for Next Meetings

Participants agreed to hold a subsequent REQ/RGQ Joint Executive Committee meeting during the April Executive Committee meetings being held in Fort Lauderdale, FL. Time allocation for each of the retail meetings will be made by the NAESB Office according to their respective agendas.

5. Other Business

Participants briefly discussed the publication method for the retail quadrant standards. Mr. Oppenheim suggested marking the standards as follows: electric with (e), gas with (g), and both with (b). Since NAESB, as an organization, is struggling with the concept of publication, Mr. Buccigross stated that while the proposed practice might work on the REQ and RGQ subcommittee level, the final decision is better left for development at the organizational level.



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

6. Adjourn

The meeting adjourned at 1:27 p.m. CST.

7. Attendance

Retail Electric Quadrant Executive Committee		
	Title, Organization	Present
Distribution Segment		
Ruth Kiselewich	Director Special Projects and Supplier Services, Baltimore Gas & Electric Company	Phone
Terry Moran	Regulatory Issues Manager, PSEG (MAAC NERC Region)	Phone
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	In Person
End User Segment		
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		
Services Segment		
Jim Minneman	Director of Business Services, PPL Solutions LLC	Phone
Dick Brooks	Vice President Secure Systems and Products Strategy, Systrends, Inc.	In Person
Rob Connell	Manager of Commercial Systems Applications, Electric Reliability Council of Texas	In Person
Mark Jarrett	Team Leader – Market Information and Analysis, Market Intelligence, Southern Company	In Person
Supplier Segment		
Bill Barkas	Manager of Retail State Government Relations, Dominion Retail, Inc.	Phone
Felecia Lokey	Director Retail Regulatory Affairs North American TXU Energy	Absent
Heidi Schrab	Market Development Operations Manager, Green Mountain Energy Company	Absent
V A C A N C Y		
Theresa Hess, alt.	Manager NAESB Relations, Reliant Energy Retail Services	In Person

Retail Gas Quadrant Executive Committee		
	Title, Organization	Present
Distributors Segment		
Nancy Cianflone	Director, Marketing Services Area, KeySpan Energy	Absent
Joseph M. Jansen	Manager Supplier Regulations, Public Service Electric and Gas Company	In Person
Leslie H. Nishida	Gas Federal Regulatory Supervisor, Wisconsin Public Service Corporation	In Person
Michael Novak	Assistant General Manager, National Fuel Gas Distribution Corporation	In Person
William Oppenheim	Manager, Asset Optimization, PECO Energy	In Person
Steven M. Zavodnick	Senior Engineer Gas Operations, Baltimore Gas and Electric Company	Phone
Ken Yagelski, alt.	Department Head of Regulatory Affairs, Washington Gas	In Person



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

End Users Segment

Bruce M. Hayes	Senior Regulatory Analyst, Ohio Consumers' Counsel	Phone
V A C A N C Y		
V A C A N C Y		
V A C A N C Y		
V A C A N C Y		
V A C A N C Y		

Service Providers Segment

Rod Sipe	President, New Science Partners	In Person
V A C A N C Y		
V A C A N C Y		
V A C A N C Y		
V A C A N C Y		
V A C A N C Y		

Supplier Segment

Suzanne Calcagno	Associate Director, Regulatory Compliance, UBS Warburg Energy, LLC	Absent
Barbara A. Fatina	Vice President, Exelon Energy	In Person
Marcy McCain	Project Manager – Regulatory Affairs, Duke Energy Gas Transmission, LLP	In Person
Richard Zollars	Director, Data and Information, Dominion Retail, Inc.	Absent
V A C A N C Y		
V A C A N C Y		

Administrative:	Rae McQuade	-Executive Director
	Veronica Thomason	-NAESB Staff
	Todd Oncken	-NAESB Staff

Observers to the Meeting:

Name	Company	In Person/Phone
Mariam Arnaout	American Gas Association	In Person
Jim Buccigross	Group 8760	Phone
Kathryn Burch	Duke Energy – Texas Eastern	In Person
Christopher Burden	Williams Gas Pipeline	In Person
Dale Davis	Williams Gas Pipeline	In Person
Andy Dotterweich	Consumers Energy	In Person
Bill Griffith	El Paso Western Pipelines	In Person
Annunacia Marino	PA. Public Utilities Commission	Phone
Joe Stengel	Philadelphia Gas Works	In Person
Lawrence Paulson	Hoffman-Paulson Associates	In Person
Marjorie Perlman	Energy East Management Corporation	In Person
Leigh Spangler	Latitude Technologies	In Person
Stephen Ward	Maine Public Advocate	In Person