



North American Energy Standards Board

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TO: NAESB Retail Electric Quadrant and Retail Gas Quadrant Supplier-Utility Interface Subcommittee, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB Retail Electric Quadrant and Retail Gas Quadrant Supplier-Utility Interface Subcommittee Meeting – October 23, 2003

DATE: December 9, 2003

**Retail Electric Quadrant and Retail Gas Quadrant
Supplier-Utility Interface Subcommittee
October 23, 2003
Final Minutes**

1. Administrative

Mr. Newbold opened the meeting and gave the antitrust guidelines. Introductions were made. Mr. Gross moved, seconded by Ms. Edwards to adopt the agenda as written. The agenda was adopted absent objection. Ms. Yetman moved, seconded by Mr. Thiry to adopt the September 11, 2003 draft minutes as modified. The minutes were adopted as modified absent objection.

2. Update on October 8, 2003 EC Meetings

Mr. Newbold stated during the EC meetings the creditworthiness model business practices were discussed and minor changes were made. The REQ and RGQ Executive Committees voted to approve the modified creditworthiness model business practices. Mr. Newbold noted these model business practices will go out for ratification.

The EC also discussed the possibility of creating a contracts subcommittee, but decided that establishing such a group would not be feasible at this time. It was decided the subcommittees would work on outlines of model agreements as opposed to drafting actual contracts.

It was noted the REQ and RGQ annual plans were discussed and approved.

3. SUIS Leadership

Mr. Newbold stated he will not be able to attend many of the in person SUIS meetings in the future, but plans to continue participating as the EC representative subcommittee chair. He suggested the SUIS consider some alternatives to meeting in person due to growing budget and travel limitations. Ms. Camp and Ms. Heath volunteered to run the next meeting if Mr. Newbold cannot attend. It was agreed to recruit volunteers to help chair the SUIS subcommittee in the future. Ms. Edwards suggested individual companies might consider paying for their employees to participate by web conferencing, and volunteered to do some research on the pricing of web casting.

4. Discussion of “Market Participant Interactions” task scope

Mr. Newbold stated the SUIS should first note which parts of these documents are policy and outside the scope of NAESB and which can be applied to business practices. The group discussed and edited the work papers during the meeting to determine which items are within the scope of the subcommittee and which should be excluded. Mr. Newbold volunteered to draft a document for the Market Participant Interaction business practices to be edited at the next meeting.



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5. Discussion of "Market Participant Interactions" Model Business Practices

Ms. Camp volunteered to communicate with the Glossary Subcommittee concerning the drafting of definitions for these new business practices. The group discussed proposed language for these definitions, which will be submitted to the Glossary Subcommittee.

It was agreed the next step in the process of drafting the Non-Disclosure Agreement will be to ask for the input of legal representatives within each company before any further work is done in the subcommittee.

6. Next Steps

The Non-Disclosure agreement will be reposted and comments will be collected from legal representatives. The subcommittee will discuss these comments and determine if it will be possible to complete the drafting of the Non-Disclosure agreement.

It was noted the January meeting of SUI and CPS will be hosted in Atlanta, GA by Georgia Power. Prior to this meeting a conference call will be held on December 3 (12:00 p.m. – 2:00 p.m. Central). During this conference call the SUI will discuss comments received on the Non-Disclosure Agreement.

7. Adjourn

Ms. Yetman moved, seconded by Ms. Edwards to adjourn the meeting on October 23, 2003 at 2:48 p.m. Central.

8. Attendees

Name	Company	In Person/Phone
Barkas, Bill	Dominion Retail	Phone
Camp, Yvette	Southern Company	Phone
Coyle, Mike	PSE&G	In Person
Edwards, Mary	Dominion Virginia Power	In Person
Eynon, Patrick	Ameren Services Company	In Person
Gross, Blake	American Electric Power	In Person
Heath, Kathy	Georgia Power Company	In Person
Ishida, Susan	Southern California Edison	Phone
Kilgore, Tom	Gulf Power Company	In Person
McMillan, Meghan	NAESB	Phone
Muzikar, Richard	Consolidated Edison	In Person
Newbold, Bill	Detroit Edison	In Person
Nishida, Leslie	Wisconsin Public Service	In Person
Penkala, Barb	Reliant Energy	In Person
Precht, Phil	Baltimore Gas & Electric	In Person
Thiry, Ken	Wisconsin Public Service	In Person
Wolf, Bill	Baltimore Gas & Electric	In Person
Yetman, Kathy	National Grid	In Person