

# North American Energy Standards Board

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**TO:** Interested Industry Participants  
**FROM:** REQ CPS Co-Chair, Rick Alston and RGQ CPS Co-Chair, Barbara Fatina  
**RE:** Draft Agenda for the REQ and RGQ Joint Customer Processes Subcommittee Meeting – March 4 & 5, 2004  
**DATE:** February 19, 2004

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**NORTH AMERICAN ENERGY STANDARDS BOARD**  
*RETAIL ELECTRIC QUADRANT AND RETAIL GAS QUADRANT*  
*JOINT CUSTOMER PROCESSES SUBCOMMITTEE MEETING*

**Hosted by Old Dominion Electric Cooperative**  
**Meeting arrangements are located on the NAESB website**  
**Teleconferencing arrangements TBD**

Thursday March 4, 2004 8:30 a.m. to 5:00 p.m. ET (7:30 a.m. to 4 p.m. CT)  
Friday March 5, 2004 8:30 a.m. to 2:00 p.m. ET (7:30 a.m. to 1 p.m. CT)

## DRAFT AGENDA

1. **Administrative**
  - Welcome
  - Antitrust
  - Attendee Roll Call
  - Adoption of Draft Agenda
  - Adoption of Meeting Minutes from Conference Call February 13, 2004
2. **Introduction to the Web Casting process-Les Nishita**  
Web Casting will be done only as a test on Thursday.
3. **Discussion of the Billing and Payment Processing documents needed for the TEIS: Data Dictionary; Technical Implementation of Business Process (TIBP); Sample Paper Transactions (SPT). TIBP and SPT will be made available late today.**
4. **Mid-afternoon on Thursday - Begin new segment: Customer Usage Information. Develop practices for exchanging and retaining customer usage information (e.g. historical usage, pre-enrollment customer lists and etc.). Bring ideas. Please note that the REQ and RGQ Executive Committee will likely discuss this item at its meeting on February 25, 2004 and we will need to make note of such discussion and act accordingly.**
5. **Next Steps**  
**Next Meeting: ???**  
**Future Meetings: Do we have a host?**
6. **Adjourn**