



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002
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Home Page: www.naesb.org

TO: NAESB Retail Electric and Retail Gas Quadrants, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB Retail Electric and Retail Gas Quadrant Customer Processes Subcommittee Meeting – April 1 - 2, 2003

DATE: May 13, 2003

**Retail Electric Quadrant/Retail Gas Quadrant
Customer Processes Subcommittee Meeting
April 1 - 2, 2003
Final Minutes**

Day One

1. Administrative

Mr. Alston opened the meeting and gave the antitrust guidelines. The agenda was adopted as written. Introductions were made. Ms. Beadles moved, seconded by Mr. Muzikar to adopt the draft minutes from February 26 - 27, 2003. Upon a procedural vote, the minutes were adopted as written.

2. Update on Executive Committee

Mr. Minneman gave an update on the EC. He noted the next EC meetings are scheduled for April 10, 2003 including a joint REQ/RGQ EC meeting. The REQ EC is focusing on two things 1) is the path clear for the subcommittees to do their work and 2) coordination between the REQ and RGQ. Mr. Minneman asked for input regarding subcommittee activity issues that may come up during these meetings that the EC should address. Ms. Camp asked if there would be any more discussion about designated alternates. Mr. Minneman responded that a discussion regarding designated alternates is an item on the agenda for the EC but no definite decisions have been made yet. It has tentatively been decided that it is up to each segment as to how they address the designated alternate issue.

3. Review Billing and Payment Document

Mr. Alston opened discussion by inviting the RGQ representatives to contribute their opinions on the document as it is reviewed. Mr. Alston noted there may be a format change because the current format is not the one used by NAESB.

Please see the attachment to the minutes for any changes made to the draft document at this meeting.

4. Recess

The meeting recessed on April 1, 2003 at 5:00 p.m. Central.

Day Two

1. Administrative

Mr. Alston opened the meeting and reminded participants of the antitrust guidelines.



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2. Continue with Billing and Payment Document

Please see the attachment to the minutes for any changes made to the draft document at this meeting.

3. Next Steps and Next Meeting(s)

Mr. Alston stated he is working on arrangements for the May REQ/RGQ CPS meeting. He suggested they meet either in Ft. Lauderdale or Orlando, FL where a block of rooms can be arranged. Mr. Alston asked if they might speak with Ms. Garcia at the NAESB office about arrangements for the meeting. Ms. Garcia informed the group the NAESB office could make arrangements for the REQ/RGQ CPS meeting in either city where no costs would be charged to any participants. Mr. Minneman suggested they let Ms. Garcia handle arrangements for the May meeting. It was decided to let the NAESB office make arrangements for the meeting in Orlando. Mr. Alston suggested the group meet in July, possibly on the 15th, 16th and 17th.

4. Other Business

No other business was discussed.

5. Adjourn

The meeting adjourned on April 2, 2003 at 4:20 p.m. Central.

6. Attendees

Name	Company	In Person/Phone
Alexander, Barbara	Maine Public Advocate	In Person
Alston, Rick	Old Dominion Electric Cooperative	In Person
Arnaout, Mariam	American Gas Association	Phone
Arroyo, Heidi	Southern California Edison	In Person
Barkas, Bill	Dominion Retail	In Person
Beadles, Gwen	Dominion Virginia Power	In Person
Camp, Yvette	Southern Company	Phone
Edwards, Mary	Dominion Virginia Power	In Person
Eynon, Patrick	Ameren Services Co.	In Person
Fatina, Barb	Exelon Energy	In Person
French, Mark	DCSI	In Person
Geyer, Karen	Baltimore Gas & Electric	Phone
Hess, Theresa	Reliant Energy Retail Services	In Person
Jansen, Joe	PSE&G	In Person
Jones, Dan	Cincinnati Gas & Electric	Phone
Kilgore, Tom	Gulf Power	In Person
Mason, Jean	Ameren Services Co.	In Person
McCain, Marcy	Duke Energy Gas Transmission	In Person
McMillan, Meghan	NAESB	Phone
Minneman, Jim	PPL Solutions	Phone
Moran, Terry	PSE&G	In Person
Muzikar, Rich	Consolidated Edison	In Person
Newbold, Bill	Detroit Edison	In Person
Novak, Michael	National Fuel	Phone
Oppenheim, Bill	PECO	In Person
Overtree, Ed	Calpine	In Person



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Prentice, Karen	Savannah Electric	In Person
Ray, Judy	Alabama Power Company	Phone
Robert, Lisa	Defense Energy Support Center	In Person
Rone, Thomas	Alleghany Power	Phone
Rukis, Ilza	Wisconsin Public Service	In Person
Sarafin, Alexander	NiSource	Phone
Shaw, Brenda	Dominion Virginia Power	In Person
Sytsma, Don	RJ Rudden Associates	In Person
Thiry, Ken	Wisconsin Public Service	In Person
Thompson, Tamica	Georgia Power Co.	In Person
Wolf, Bill	Baltimore Gas & Electric	Phone
Zavodnick, Steve	Baltimore Gas & Electric	Phone
Zollars, Richard	Dominion	Phone