



North American Energy Standards Board

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TO: NAESB Retail Electric Quadrant and Retail Gas Quadrant Customer Processes Subcommittee, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB Retail Electric Quadrant and Retail Gas Quadrant Customer Processes Subcommittee Conference Call – June 17, 2003

DATE: August 12, 2003

**Retail Electric Quadrant and Retail Gas Quadrant
Customer Processes Subcommittee
June 17, 2003 (11:00 am – 1:00 pm Central)
Final Minutes**

1. Administrative

Mr. Oppenheim opened the meeting and gave the antitrust advice. Introductions were made. Ms. Hess moved, seconded by Mr. Rone to adopt the agenda. Mr. Newbold asked that agenda item four be moved up to number two. The agenda was adopted as modified absent objection. Ms. Hess suggested they postpone the adoption of the May 13 – 14, 2003 draft minutes. Ms. Hess moved, seconded by Mr. Newbold to postpone the adoption of the May 13 – 14, 2003 meeting minutes until the next CPS meeting. The motion passed absent objection.

2. Discuss need to assemble definitions for Glossary Subcommittee

Mr. Newbold stated the Glossary Subcommittee will create and approve definitions for terms, and these definitions will be voted on with the entire standards package when it reaches the Executive Committee. He noted the CPS needs to provide the Glossary Subcommittee with a list of terms to define. Ms. Hess stated the CPS should construct a list of terms to be defined by the Glossary Subcommittee. The subcommittee identified various terms to be defined.

3. Discuss a 'new Standards format' that was presented to the EC meeting on June 4, 2003.

Mr. Minneman noted that Mr. Newbold has drafted the SUIS Creditworthiness document in the new proposed format. It was also noted that the Billing and Payment document has been posted in this new format as well. Mr. Minneman encouraged feedback related to this new format. Ms. Hess noted the EC approved the proposed numbering system. The formatting of the Billing and Payment document was discussed and the group reviewed the definitions to be included in the request being sent to the Glossary Subcommittee. There was an extended discussion concerning the definitions in the document and where they should be located. It was decided the definitions would be moved in total to the definitions section.

4. Identify and decide if 'principles' found in the May 13-14, 2003 redlined version of the Billing and Payment document are to be converted into Standards, removed from the document, or incorporated into the 'new Standards format.'

Mr. Minneman noted he did not identify any additional principles that should be listed as such in the Billing and Payment document. No additional principles were identified during the meeting.

5. If time allows, discuss Section 5. Single Retail Supplier Billing found in the May 13-14, 2003 redlined version of the Billing and Payment document.

This item was not discussed due to time constraints.



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6. Next Steps

It was noted Mr. Minneman would make the identified redline changes in the document and have it posted on the NAESB website. Mr. Oppenheim will put together the request to send to the Glossary Subcommittee.

7. Adjourn

Ms. Hess moved, seconded by Mr. Newbold to adjourn the meeting on June 17, 2003 at 1:10 pm Central.

8. Attendees

Name	Company
Alexander, Barbara	Maine Office of Public Advocate
Barkas, Bill	Dominion Retail
Bauer, Mike	KeySpan
Braza, Susan	Southern California Edison
Camp, Yvette	Southern Company
Edwards, Mary	Dominion Virginia Power
Eynon, Patrick	Ameren
Fatina, Barbara	Exelon Energy
Hess, Theresa	Reliant Energy Retail Services
Jansen, Joe	PSE&G
Jones, Dan	Gas & Electric Cincinnati
Kilgore, Tom	Gulf Power
Krieger, Hollis	Consolidated Edison
Marino, Annunciata	PA Public Utility Commission
McMillan, Meghan	NAESB
Minneman, Jim	PPL Solutions
Newbold, Bill	Detroit Edison
Nishida, Leslie	Wisconsin Public Service
Oppenheim, Bill	PECO Energy
Ray, Judy	Alabama Power
Rone, Thomas	Allegheny Power
Stengle, Joe	Philadelphia Gas Works
Szykman, Paul	UGI Utilities