



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002
Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com
Home Page: www.naesb.org

TO: NAESB Retail Gas Quadrant Executive Committee, Posting for Interested Industry Participants
FROM: Todd Oncken, NAESB Deputy Director
RE: NAESB Retail Gas Quadrant Executive Committee Meeting Final Minutes – June 4, 2003
DATE: June 10, 2003

**Retail Gas Quadrant Executive Committee
Wednesday, June 4, 2003
3:00 p.m. to 4:00 p.m. Eastern**

1. Welcome

Ms. Calcagno called the meeting to order and welcomed meeting participants. Mr. Oncken reminded meeting participants Antitrust Guidelines were still in effect. Participants introduced themselves. Ms. Calcagno welcomed Ms. Burnett as a new Executive Committee member.

2. Retail Gas Quadrant Draft Agenda & Draft Minutes

Ms. McCain moved, seconded by Mr. Behr, to adopt the draft agenda without modification. The motion passed unanimously.

Mr. Jansen moved, seconded by Ms. Fatina, to adopt the draft minutes of the April 10, 2003 Retail Gas Quadrant (RGQ) Executive Committee meeting as final, with minor modifications made during the meeting. The motion passed unanimously.

3. Membership Drive Update

No report was available.

4. Retail Gas Business Practices Inventory Task Force Update and Survey Responses

Mr. Yagelski reported on the progress of the Gas Practices Inventory Task Force (GPITF). He stated initial survey results have been compiled. Further, he said there are 13 remaining areas of those originally identified to survey. Additionally, he noted the GPITF has been assisting in REQ/RGQ Glossary Subcommittee efforts. The next GPITF conference call is scheduled for June 13, 2003.

It was noted the initial survey results will be featured during the June 18 Monthly Update Call. To assist in the presentation to be made during the call, Mr. Yagelski agreed to create a high-level work paper noting both those areas surveyed, and the 13 remaining areas to be surveyed.

Participants discussed the GPITF's participation with the REQ/RGQ Glossary Subcommittee. Ms. Hess stated concern that the GPITF would distribute a survey on behalf of the Glossary Subcommittee. She stated if a survey is sent out to both REQ and RGQ members, the survey should originate from a subcommittee with joint quadrant participation. It was noted the level participation of the GPITF in Glossary Subcommittee efforts has not been decided.

5. Plans for Next Meetings

Ms. Calcagno referred participants to the draft calendar of Board and Executive Committee meetings posted on the NAESB web site at <http://www.naesb.org/pdf/2003calendar.pdf>.



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6. Other Business

RGQ Subcommittee mission statements: Ms. Calcagno stated the RGQ Subcommittee mission statements, as adopted at the RGQ Subcommittee Kickoff Meeting, have not been ratified by the RGQ Executive Committee due to a procedural oversight. She proposed a notational ballot to approve the mission statements. It was suggested the notational ballot pose two questions: 1) Do you approve the RGQ Subcommittee mission statements as originally drafted; and 2) Do you support the changes to the mission statements proposed by Ms. Hess to task the business subcommittees with creating data dictionaries instead of the Technical Electronic Implementation Subcommittee.

Ms. Calcagno encouraged participation in the WGQ Contracts Subcommittee and its development of the Credit Support Addendum. Ms. Calcagno noted full participation, including voting, is not limited to wholesale gas quadrant members.

7. Adjourn

Ms. Calcagno adjourned the meeting at 3:20 p.m. Eastern.



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8. Executive Committee Attendance

	Title, Organization	Attendance
DISTRIBUTORS SEGMENT		
Nancy Cianflone	Director, Marketing Services Area, KeySpan Energy	Phone
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	Absent
Joe Stengel, alt. for William Oppenheim	Federal Regulatory Affairs Manager, Philadelphia Gas Works	In Person
Ken Yagelski, alt. for Steven M. Zavodnick	Department Head of Regulatory Affairs, Washington Gas	In Person
END USERS SEGMENT		
Bruce Hayes	Senior Regulatory Analyst, Ohio Consumers' Counsel	Phone
Tina Burnett	Chair, Northwest Industrial Gas Users Association	Absent
V A C A N C Y		
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SERVICE PROVIDERS SEGMENT		
Rod Sipe	President, New Science Partners	Absent
Donald L. Sytsma	Vice President, R.J. Rudden Associates, Inc.	In Person
George M. Behr	Director, Energy Services Group, Inc.	In Person
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SUPPLIER SEGMENT		
Suzanne Calcagno	Associate Director, Regulatory Compliance, UBS Warburg Energy, LLC	In Person
Barbara A. Fatina	Vice President, Exelon Energy	Phone
Marcy McCain	Project Manager – Regulatory Affairs, Duke Energy Gas Transmission, LLP	In Person
Richard Zollars	Director, Data and Information, Dominion Retail, Inc.	Absent
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V A C A N C Y		

9. Other Participation

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



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Observers to the Meeting:

Name	Company	In person/Phone
Bill Barkas	Dominion	Phone
Theresa Hess	Reliant Energy Retail Services	In Person
Veronica Jones	Defense Energy Support Center	Phone
Steve LaFond	The Boeing Company	Phone
Phil Precht	Baltimore Gas & Electric	In Person