



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 Draft Minutes - August 7, 2003
DATE: August 28, 2003

**Retail Gas Quadrant Executive Committee
Thursday, August 7, 2003
2:00 p.m. to 3:00 p.m. Eastern**

1. Welcome

Mr. Novak called the meeting to order and welcomed meeting participants. Mr. Oncken gave the antitrust advice. The roll of Executive Committee members was called and a quorum established.

2. RGQ Draft Agenda & Draft Minutes

Lead Time for Triage Requests and Action on the Technical Feasibility Plan for Electronic Transport were added as other business. Mr. Behr moved, seconded by Mr. Stengel, to adopt the agenda as modified. The agenda was adopted by consent.

Mr. Behr moved, seconded by Mr. Stengel, to approved the draft minutes of the June 4, 2003 Retail Gas Quadrant Executive Committee as written. The motion passed unanimously.

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

Mr. Novak reported on the Gas Practices Inventory Task Force (GPITF). Mr. Novak stated the first round of survey results have been forwarded to the appropriate subcommittees. Mr. Novak stated there was some expectation that referring to the documents as a survey would result in survey results. To clear up that confusion, he said the documents will now be referred to as Requests for Information.

Mr. Novak stated the GPITF is working on the next set of Requests for Information. He noted that some concern was expressed during the last meeting that the questions were not linked directly to the annual plan items and any questions should not stray into consumer protection issues. To address those concerns, Mr. Novak said the questions are being modified and will clearly identify linkage with an annual plan item. Further, he said the Request for Information will contain a preamble stating the purpose of the document.

4. Other Business

Lead Time for Triage Requests: Mr. Novak stated concern has been expressed about Triage Requests being submitted immediately prior to the Triage Subcommittee meetings. He noted the Wholesale Gas Quadrant (WGQ) discussed the issue at length during its Executive Committee meeting but declined to formally adopt the proposal to impose a three-day lead time for the submission and consideration of Triage Requests. However, he said the WGQ EC members did agree that people making requests should follow common courtesy and the Triage Subcommittee leadership should have the ability to set the agenda - and thus decide which requests are addressed. Additionally, he said the WGQ stressed the importance of attending the Triage Subcommittee meetings so that all necessary action could be taken. Ms. Alexander contended timing was not a matter of courtesy, but rather a matter of due process.



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Action on the Technical Feasibility Plan for Electronic Transport: Mr. Novak stated a summary of the *Report on Technical Feasibility and Impacts of Separating the WGQ EDM Into Multi-Quadrant Electronic Transport and Quadrant-Specific EDM Documents*, located under tab 3 of the meeting materials, was provided during the Joint REQ/RGQ Executive Committee meeting. There was general consensus that no further action was required of the Executive Committee to direct the RGQ Technical Electronic Implementation Subcommittee to move into development of the project since such action was consistent with the annual plan.

5. Adjourn

Mr. Novak adjourned the meeting at 3:10 p.m. Eastern.



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6. 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 |
| Joe Stengel, alt. for L. Nishida | Federal Regulatory Affairs Manager, Philadelphia Gas Works | In Person |
| Michael Novak | Assistant General Manager, National Fuel Gas Distribution Corporation | In Person |
| William Oppenheim | Manager, Asset Optimization, PECO Energy | In Person |
| Steven M. Zavodnick | Senior Engineer Gas Operations, Baltimore Gas and Electric Company | In Person |
| END USERS SEGMENT | | |
| Barbara Alexander, alt. for B. Hayes | Consumer Affairs Consultant, rep. Indiana Office of Utility Consumer Counselor | Phone |
| Tina Burnett | Chair, Northwest Industrial Gas Users Association | Phone |
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| SERVICE PROVIDERS SEGMENT | | |
| Rod Sipe | President, New Science Partners | Absent |
| Donald L. Sytsma | Vice President, R.J. Rudden Associates, Inc. | Absent |
| George 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 | Absent |
| Richard Zollars | Director, Data and Information, Dominion Retail, Inc. | In Person |
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7. 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 |
|--------------------|---------------------------------|------------------------|
| Rick Alston | ODEC | Phone |
| Bill Barkas | Dominion Retail | In Person |
| Bill Bourbonnais | WPS Resources | Phone |
| Christopher Burden | Williams Gas Pipeline | In Person |
| Yvette Camp | Southern Company | Phone |
| Dale Davis | Williams Gas Pipeline | In Person |
| Bill Griffith | El Paso Corp. | In Person |
| Theresa Hess | Reliant Energy Retail Services | In Person |
| Susan Ishida | Southern California Edison | Phone |
| Mark Jarrett | Southern Company | In Person |
| Ruth Kiselewich | Baltimore Gas and Electric Co. | In Person |
| Jean Mason | Ameren | Phone |
| Jim Minneman | PPL Solutions | In Person |
| Terry Moran | PSEG | In Person |
| William Newbold | Detroit Edison | Phone |
| Marjorie Perlman | Energy East Management Corp. | In Person |
| Phil Precht | Baltimore Gas and Electric Co. | In Person |
| Ken Thiry | Wisconsin Public Service | Phone |
| Steve Ward | Maine Office of Public Advocate | In Person |