



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 – August 7, 2003
DATE: October 8, 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 approve 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