



North American Energy Standards Board

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Home Page: www.naesb.org

TO: NAESB Retail Electric Quadrant and Retail Gas Quadrant Glossary Subcommittees,
Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB Retail Electric Quadrant and Retail Gas Quadrant
Glossary Subcommittee Conference Call – April 17, 2003

DATE: May 16, 2003

**Retail Electric Quadrant and Retail Gas Quadrant
Glossary Subcommittee
April 17, 2003 (10:00 a.m. – 11:00 a.m. Central)
Final Minutes**

1. Welcome

Ms. Mason opened the meeting and gave the antitrust guidelines. Introductions were made. Ms. Camp moved, seconded by Mr. Newbold to adopt the agenda. Upon a procedural vote the agenda was adopted as written.

2. Review of Charge of the Subcommittee

Ms. Mason reviewed the charge given to the Glossary Subcommittee by the REQ EC. It was noted that a mission statement should be developed and language concerning the joint nature of the subcommittee should be inserted into the mission statement. It was agreed the co-chairs elected at this meeting would work together to develop a mission statement to be approved by the subcommittee.

3. Election of Subcommittee Chairs

RGQ Subcommittee

Ms. McCain nominated Mr. Sytsma and Mr. Gorman as co-chairs for the RGQ Glossary Subcommittee. Mr. Jansen seconded the nomination. Upon a procedural vote Mr. Sytsma and Mr. Gorman were elected as co-chairs for the RGQ Glossary Subcommittee.

REQ Subcommittee

Ms. Hess nominated Mr. Jarret and Ms. Mason as co-chairs for the REQ Glossary Subcommittee. Ms. Camp seconded the nomination. Upon a procedural vote Mr. Jarret and Ms. Mason were elected as co-chairs for the REQ Glossary Subcommittee.

It was noted all Glossary Subcommittee meetings will be joint meetings and the RGQ distribution list should be included in all meeting announcements. Anyone interested in being on the mailing list for these meetings should notify the NAESB office by sending their email address to Todd Oncken at naesb2@aol.com.

4. Discussion and Review of Work Paper as Support for the Effort

Ms. Mason suggested it might be helpful to collect other glossaries and definitions in order to use them as a reference while developing new definitions. She asked interested participants to email collections of definitions to her at jmason@ameren.com to assemble. Additionally, participants suggested collecting definitions from the CPS and SUI subcommittees.



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5. Plan for Identification of Terms and Standard Definitions

See discussion in item 4.

6. Other Business

A tentative meeting date of May 8, 2003 (10:00a - 11:00a Central) was suggested.

7. Adjourn

Mr. Sytsma moved, seconded by Mr. Newbold to adjourn the meeting at 10:46 a.m. Central.

8. Attendees

Name	Company
Camp, Yvette	Southern Company
Eynon, Patrick	Ameren
Gorman, Howard	RJ Rudden Associates
Hess, Theresa	Reliant Energy Retail Services
Jansen, Joe	PSE&G
Mason, Jean	Ameren
McCain, Marcy	Duke Energy
McMillan, Meghan	NAESB
Newbold, Bill	Detroit Edison
Nishida, Les	Wisconsin Public Service Corporation
Roberts, Lisa	Defense Energy Support Center
Sytsma, Don	RJ Rudden Associates