



## North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002  
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Home Page: www.naesb.org

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**TO:** NAESB Retail Gas Quadrant, Posting for Interested Industry Participants  
**FROM:** Meghan McMillan, NAESB Staff  
**RE:** Final Minutes from the NAESB Retail Gas Quadrant Gas Practices Inventory Task Force Meeting - February 3, 2003  
**DATE:** February 21, 2003

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**Retail Gas Quadrant Subcommittee/Task Force Kickoff  
Gas Practices Inventory Task Force  
Monday, February 03, 2003  
Final Minutes**

### 1. Administrative

Mr. Novak opened the meeting and gave the antitrust guidelines. Introductions were made in the room and on the phone. Mr. Dotterweich moved, seconded by Mr. Oppenheim, to adopt the agenda as written. Upon a procedural vote the agenda was adopted as written.

### 2. Election of Chairs/Co-chairs

Temp chairs were identified as Mr. Hayes and Mr. Yegelski. Mr. Hayes noted he would not be able to attend any of the meetings in person, but would be able to attend by phone. Mr. Dotterweich moved, seconded by Mr. Jansen, to approve Mr. Hayes and Mr. Yegelski as official chairs for the GPITF. Upon a procedural vote the motion passed unanimously.

### 3. Mission Statement Development

Mr. Yegelski read the mission statement. Mr. Oppenheim moved, seconded by Mr. Stengel, to accept the mission statement. Upon a procedural vote the mission statement was accepted unanimously.

### 4. Review of RGQ Annual Plan

Mr. Yegelski requested comments concerning what items on the annual plan the task force needs to address. Mr. Novak suggested priority be given to items 2 (Examine Wholesale Gas Quadrant EDM Standards), 3 (Creditworthiness), and 6 (Billing & Payment) because work has already begun on these items in the REQ. It was noted that a matrix has been provided to fill in information about various standard areas from different states.

### 5. Other Business

No other business was discussed.

### 6. Next Meeting and Agenda

The next GPITF meeting was scheduled for Friday, February 21, 2003 at 11:00am - 1:00am Eastern. Mr. Novak encouraged those companies who submitted information to be included in the Matrix to re-submit that information to the Task Force.

### 7. Adjourn

Mr. Zavodnick moved, seconded by Mr. Oppenheim, to adjourn the meeting on February 3, 2003 at 3:26 CDT.



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### 8. Meeting Attendees

<b>Name</b>	<b>Company</b>	<b>In Person/Phone</b>
Alexander, Barbara	Maine Public Advocate	Phone
Arnaout, Mariam	American Gas Association	In Person
Bahhur, Samiah	Washington Gas	In Person
Behr, George	Energy Services Group	In Person
Brundoyl, Don	Southern Company Services	In Person
Calcagno, Suzanne	UBS Warburg Energy	In Person
Cianflone, Nancy	KeySpan Energy Delivery	In Person
Dillon, Jim	Niagra Mohawk	Phone
Dodson, Greg	Dominion Resources Services Inc.	Phone
Dotterweich, Andrew	Consumers Energy	Phone
Driggs, Charles	Conective Power Delivery	Phone
Fatina, Barb	Exelon Energy	Phone
Giesecking, Ed	Southwest Gas Corporation	Phone
Hayes, Bruce	Ohio Consumers Council	Phone
Jansen, Joe	PSE&G	In Person
Jones, Dan	Cinergy Gas & Electric	Phone
Keene, Stephen	PA Office of Consumer Advocate	In Person
Keene, Stephen	Pennsylvania Office of Consumer Advocate	Phone
Magnani, Randy	Amerada Hess	In Person
Marino, Annunciata	PA Public Utility Commission	Phone
Master, Heather	National Energy Marketers	Phone
McMillan, Meghan	NAESB	Phone
Moran, Terry	Public Service Electric & Gas	Phone
Nishida, Leslie	Wisconsin Public Service Corp.	In Person
Novak, Michael	National Fuel Gas Distribution	In Person
Oppenheim, Bill	PECO Energy	In Person
Sarafin, Alexander	Nisource	Phone
Stengel, Joe	PGW	In Person
Sytsma, Don	RJ Rudden Associates	Phone
Szykman, Paul	UGI Utilities	In Person
Van West, Lori	Xcel Energy	Phone
Wilén, Eric	NYSEG	Phone
Yagelski, Ken	Washington Gas	In Person
Zavodnick, Steve	Baltimore Gas & Electric	Phone
Zollars, Richard	Dominion Resources Services Inc.	Phone