



North American Energy Standards Board

1301 Fannin, Suite 2350, Houston, Texas 77002
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Home Page: www.naesb.org

TO: NAESB Retail Gas Quadrant Gas Practices Inventory Task Force, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB Retail Gas Quadrant Gas Practices Inventory Task Force Conference Call – May 16, 2003

DATE: June 13, 2003

**Retail Gas Quadrant
Gas Practices Inventory Task Force
May 16, 2003
(1:00 pm – 2:00 pm Central)
Final Minutes**

1. Administrative

Mr. Yagelski opened the meeting and gave the antitrust advice. Mr. Novak moved, seconded by Mr. Boswell to adopt the agenda. The agenda was adopted absent objection. Mr. Novak moved, seconded by Mr. Boswell to adopt the May 2, 2003 draft minutes. The minutes were adopted as written absent objection.

2. Progress Report, Proposed Glossary Subcommittee Survey and Next Steps

Mr. Yagelski noted the Task Force received several additional responses to the survey after the last conference call and these will be incorporated into the spreadsheet, which will be sent to NAESB to be posted on the NAESB web site.

Mr. Yagelski stated he is working with the RGQ/REQ Glossary Subcommittees to develop a survey to identify terms used within the REQ and RGQ quadrants. The survey will be sent to the two retail quadrants along with a brief letter explaining the purpose of the survey and its attachments.

Mr. Yagelski asked for feedback on whether the survey should be sent to parties outside of the retail quadrants. Mr. Novak stated this does not present a problem, and noted that because NAESB is an open organization items posted for comment can receive responses from both NAESB members and non-members. There was no objection to distributing the survey outside of the retail quadrants.

3. Other Business

No other business was discussed.

4. Next Meetings and Agenda

The next GPITF conference call was tentatively scheduled for June 13, 2003 at (1:00 pm – 2:00pm Central).

5. Adjourn

Mr. Novak moved, seconded by Mr. Hayes to adjourn the meeting on May 16, 2003 at 1:18 pm Central.



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6. Attendees

Name	Company
Boswell, Bill	Dominion
Hayes, Bruce	Ohio Consumers Council
McMillan, Meghan	NAESB
Novak, Michael	National Fuel Gas Distribution
Yagelski, Ken	Washington Gas