



North American Energy Standards Board

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Home Page: www.naesb.org

TO: NAESB Retail Gas Quadrant, Posting for Interested Industry Participants
FROM: Meghan McMillan, NAESB Staff
RE: Draft Minutes from the NAESB Retail Gas Quadrant Supplier-Utility Interface Subcommittee Conference Call - February 28, 2003
DATE: March 14, 2003

**Retail Gas Quadrant
Supplier-Utility Interface Subcommittee
February 28, 2003, 12:00 p.m. - 2:00 p.m. Central**

1. Administrative

Mr. Novak opened the meeting and gave the antitrust guidelines. Introductions were made. Mr. Jansen moved, seconded by Ms. McCain, to adopt the agenda. Upon a procedural vote the agenda was adopted as written. Ms. McCain moved, seconded by Mr. Jansen, to adopt the February 3, 2003 draft minutes. Upon a procedural vote the draft minutes were adopted as written.

2. Develop work plan for Assigned Annual Plan Items

Mr. Novak stated during the joint Retail Gas Quadrant (RGQ)/Retail Electric Quadrant (REQ) Executive Committee meeting held on February 19, 2003 the RGQ and REQ decided they would attempt to coordinate work on joint annual plan items. He noted the two quadrants would still have separate subcommittees, and the RGQ would try to coordinate completion dates on joint items with the REQ. Mr. Novak stated the RGQ and REQ discussed publication of standards and reached consensus that one set of standards manuals for both retail quadrants for publication in January 2004, with notation for standards applicable to only one of the quadrants, was desirable. However, Mr. Novak noted no decision on method of publication has been made. Mr. Novak noted it would be beneficial to combine both REQ and RGQ standards for purposes of presenting them to regulators and for service companies implementing the standards. Ms. Bahhur voiced concerns about combining the REQ and RGQ standards manuals, and stated there should be a formal agreement about the method of publication.

Items assigned to the RGQ SUIIS during the February RGQ Executive Committee meeting, in addition to Creditworthiness, were as follows: Supplier Licensing, Customer Information, Examining Wholesale Gas Quadrant non-EDM Standards, Market Participant Interactions, and Utility Supplier Disputes.

No work plan was developed.

3. Other Business

Mr. Moran gave an update on activity in the REQ Customer Processes Subcommittee (CPS) and Supplier-Utility Interface Subcommittee (SUIIS). Mr. Moran reported the CPS is currently working on developing a set of proposed standards for Billing and Payment and the SUIIS is working on Creditworthiness, but neither subcommittee has developed a complete document. Mr. Moran stated the REQ CPS and REQ SUIIS have invited RGQ members to attend and participate in discussion on the draft REQ documents during the next subcommittee meetings.

4. Next Meeting(s) and Agenda

Mr. Novak suggested a RGQ SUIIS conference call be scheduled for March 21, 2003 from 12:00 p.m. - 2:00 p.m. Central to review REQ SUIIS activity on Creditworthiness.



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5. Adjourn

Ms. McCain moved, seconded by Mr. Jansen, to adjourn the meeting on February 28, 2003 at 1:02 p.m. CDT.

6. Meeting Attendees

Name	Company
Arnaout, Mariam	American Gas Association
Bahhur, Samiah	Washington Gas
Hayes, Bruce	Ohio Consumers' Counsel
Jansen, Joe	PSE&G
Jones, Dan	Cincinnati Gas & Electric
McCain, Marcy	Duke Energy
McMillan, Meghan	NAESB
Moran, Terry	Public Service Electric & Gas
Novak, Mike	National Fuel
Sytsma, Don	RJ Rudden Associates
Szykman, Paul	UGI Utilities
Wilens, Eric	NYSEG