



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 Electric Quadrant and Retail Gas Quadrant Supplier-Utility Interface Subcommittee, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB Retail Electric Quadrant and Retail Gas Quadrant Supplier-Utility Interface Subcommittee Conference Call – June 19, 2003

DATE: July 3, 2003

**Retail Electric Quadrant and Retail Gas Quadrant
Supplier-Utility Interface Subcommittee
June 19, 2003 (11:00 a.m. – 1:00 p.m. Central)
Final Minutes**

1. Administrative

Mr. Newbold opened the meeting and gave the antitrust advice. Introductions were made. Ms. Hess moved, seconded by Mr. Zavodnick to adopt the agenda as written. The agenda was adopted absent objection. Ms. Hess moved, seconded by Mr. Zavodnick to adopt the draft minutes from May 15, 2003. Revisions were made to the draft minutes. The minutes were adopted as revised absent objection.

2. REQ/RGQ Executive Committee Decisions Made June 4, 2003

Document Format: Mr. Newbold noted the generic standards format agreed to at the EC meeting organizes the standards first by subject, sub-subject and type of standard (model business practice, definition, model or data set).

Ms. Hess asked if the group could discuss diagrams in the document that are listed as models. She stated that the term model is currently used in NAESB: an example is contracts that are a standard vs. a model. The diagrams do not fit within NAESB's use of the term model and may be more appropriate in the Overview section. Mr. Newbold stated it might be better to delete these diagrams. Mr. Minneman suggested a technical writer might be able to assist in the writing of the overview section allow for inclusion of the diagrams. Mr. Newbold noted the diagrams will be moved to the overview section.

Glossary Subcommittee: Mr. Newbold stated the Glossary Subcommittee would be receiving requests from other subcommittees, and would draft the requested definitions. These definitions will then be provided to the business subcommittee for submission to the EC along with the Subcommittee's proposed business practices. He noted the SUI has sent their request to the Glossary Subcommittee and encouraged SUI members to participate in the Glossary Subcommittee's discussion of this request. Ms. Alexander noted that it is important that the SUI, and other subcommittees submitting requests to the Glossary Subcommittee, be allowed to give feedback concerning the drafted definitions.

Ms. Hess noted there were several terms that should be added to the SUI list of terms to be defined by the Glossary Subcommittee. She noted the missing terms as follows: Customer, Retail Access, Dual Billing, Business Day, Pay as you Get Paid, and Utility. It was agreed to add these terms to the request. Minor revisions were made to the language of their current definitions including capitalization changes and minor word editing.



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3. Review of Creditworthiness Document (Credit V8-2.doc)

Discussion of MBP 1.3.1.12: The SUIS discussed the use of a five day vs. a thirty day deadline in proposed Model Business Practice 1.3.1.12. It was agreed to discuss this further during the July meeting.

Review of Exhibits: The SUIS discussed the proposed Non-Disclosure Agreement section of the document and noted suggested changes, which were added to the redline draft. After discussion Mr. Newbold suggested interested parties supply comments on this section of the document by July 3. Mr. Newbold volunteered to compile the comments and post them for the next meeting.

4. Next Steps

Another round of comments will be solicited for the Non-Disclosure Agreement due July 3 and posted prior to the July meeting. The agenda for the July 15 meeting will contain a possible vote on the model business practices developed so far. Mr. Newbold noted he can no longer host the meeting in September, and Mr. Zavodnick volunteered to talk to the AGA about the use of their building. Suggested dates of September 9-11 were proposed for this meeting.

5. New Business

No other business was discussed.

6. Adjourn

Ms. Hess moved, seconded by Ms. Edwards to adjourn the meeting on June 19, 2003 at 12:48 pm Central.

7. Attendees

Name	Company
Alexander, Barbara	Maine Office of Public Advocate
Barkas, Bill	Dominion Retail
Bauer, Mike	KeySpan Energy
Braza, Susan	Southern California Edison
Camp, Yvette	Southern Company
Edwards, Mary	Dominion Virginia Power
Gross, Blake	AEP
Hess, Theresa	Reliant Energy Retail Services
Jones, Dan	Cincinnati Gas & Electric
Krauss, Robert	Public Service Electric & Gas
McMillan, Meghan	NAESB
Minneman, Jim	PPL Solutions
Newbold, Bill	Detroit Edison
Nishida, Leslie	Wisconsin Public Service Corp.
Ray, Judy	Alabama Power Company
Rone, Thomas	Allegheny Power
Sarafin, Alex	NiSource
Wolf, Bill	Baltimore Gas & Electric
Zavodnick, Steve	Baltimore Gas & Electric