



TO: NAESB Retail Gas Quadrant, Posting for Interested Industry Participants
FROM: Meghan McMillan, NAESB Staff
RE: Draft Minutes from the NAESB Retail Gas Quadrant Technical Electronic Implementation Subcommittee Meeting - February 3, 2003
DATE: February 12, 2003

**Retail Gas Quadrant Subcommittee/Task Force Kickoff Meeting
Technical Electronic Implementation Subcommittee
Monday, February 03, 2003
Draft Minutes**

1. Administrative

Mr. Novak opened the meeting and gave the antitrust guidelines. Roll call was conducted in the room and on the phone. Ms. Cianflone moved, seconded by Mr. Zavodnick, to adopt the agenda. Upon a procedural vote the agenda was adopted as written.

2. Election of Chairs/Co-Chairs

Ms. Cianflone moved, seconded by Mr. Jansen, to accept Mr. Behr and Mr. Sipe as permanent chairs of RGQ TEIS. Upon a procedural vote, the motion passed. It was noted Mr. Sipe was not present at this meeting and will be serving as the EC representative for this subcommittee. Also, Mr. Behr announced his intent to run for an open EC seat.

3. Mission Statement

Mr. Behr read the draft mission statement. Ms. Calcagno moved, seconded by Ms. Cianflone, to approve the draft mission statement as written. Upon a procedural vote the mission statement was approved as written.

4. Review Annual Plan in terms of TEIS

It was noted that Item 2, Examine Wholesale Gas Quadrant EDM Standards, on the RGQ 2003 Annual Plan is the only item currently assigned to the TEIS. Mr. Novak suggested the RGQ TEIS coordinate with the REQ TEIS on this item. Mr. Dotterweich suggested the RGQ TEIS coordinate meetings with the REQ TEIS to facilitate traveling convenience.

Mr. Novak noted discussion of the RGQ's use of list serves will be added to the EC agenda for the RGQ EC meeting in New Orleans on February 19, 2003.

Mr. Behr solicited volunteers to help review the WGQ EDM document. Mr. Novak noted a request for volunteers would be circulated. No volunteers were identified at the meeting. Mr. Novak moved, seconded by Ms. Cianflone, that a resolution be sent to the EC to assign a completion date of 4th quarter for 2003 RGQ Annual Plan Item 2. Upon a procedural vote the motion passed unanimously.

5. Next Meeting

The next RGQ TEIS meeting was scheduled for February 24, 2003 at 11:00 a.m. Eastern.

6. Adjourn

Mr. Dotterweich moved, seconded by Ms. Cianflone, to adjourn the meeting on February 3, 2003, as 10:52 a.m. CDT.



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9. Meeting Attendees

Name	Company	In Person/Phone
Alexander, Barbara	State of Maine Public Advocate	Phone
Arnaout, Mariam	American Gas Association	In Person
Bahhur, Samiah	Washington Gas	In Person
Basler, Don	Xcel Energy	Phone
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	Niagara 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
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