



North American Energy Standards Board

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TO: NAESB REQ/RGQ Technical Electronic Implementation Subcommittee and WGQ Electronic Delivery Mechanisms Subcommittee, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Final Minutes from the NAESB REQ/RGQ Technical Electronic Implementation Subcommittee and WGQ Electronic Delivery Mechanisms Subcommittee Meeting – June 9 - 10, 2003

DATE: June 27, 2003

**Retail Electric Quadrant and Retail Gas Quadrant Technical Electronic Implementation Subcommittee and Wholesale Gas Quadrant Electronic Delivery Mechanisms Subcommittee
June 9 - 10, 2003
Final Minutes**

1. Welcome

Mr. Jarrett opened the meeting and gave the antitrust advice. Introductions were made. The agenda was adopted absent objection. Mr. Burden moved, seconded by Mr. Behr to adopt the minutes from the April 15-16, 2003 meeting. The minutes were adopted as written absent objection.

2. Status Overview

Mr. Jarrett noted the WGQ EC did not have time to discuss the joint EDM book at their last meeting. It was agreed during this meeting that the REQ TEIS and the WGQ EDM Subcommittees would discuss and draft a report to present to the WGQ EC which would outline the "Technical Feasibility and Impacts of Separating the WGQ EDM into Multi-Quadrant Electronic Transport and Quadrant-Specific EDM Document."

3. Begin Work Session, Common EDM

The group discussed editing the minutes from the last meeting to create a report for the WGQ EC. During the discussion, the subcommittees asked that the following issues be noted in the minutes:

Receipt Report Type: The "GISB-acknowledgement-name" retains the legacy name GISB. While discussion was held about changing the name of this data element, the technical subcommittees do not believe this change is worth the effort required to make this change in production marketplaces.

Transaction Set Name Size: The existing WGQ EDM allows only 8 characters for the transaction set name. While discussion was held about changing the length of this data element, the technical subcommittees do not believe the length of this data element needs to be changed.

4. Recess

It was agreed at the close of day one that the joint meeting would continue the morning of June 11 in order to complete the drafting of the report.



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Continuation of Joint REQ/RGQ TEIS and WGQ EDM meeting June 10, 2003

1. Welcome

Mr. Jarrett opened the meeting and gave the antitrust advice. Introductions were made. Mr. Burden moved, seconded by Ms. Hess to adopt the amended agenda. The amended agenda was adopted absent objection.

2. Continue work on report to WGQ EC on Joint EDM

Please see the attachment to the minutes, which contains the report drafted for the WGQ EC during the joint REQ TEIS/WGQ EDM meeting.

It was noted any standards developed for this joint EDM book would be developed and maintained jointly between the quadrants and the development process will be governed by the NAESB by-laws and protocols, and that the REQ would like to work with the WGQ in the effort to publish such a book.

3. Next Steps

Ms. Hess suggested a discussion of this report should be on the agenda for the next REQ/RGQ EC meeting.

4. Adjourn

Mr. Burden moved, seconded by Mr. Behr to adjourn the joint REQ TEIS/WGQ EDM meeting on June 10, 2003 at 10:49 a.m. Central.

REQ TEIS Meeting Convened

1. Welcome

Mr. Jarrett opened the meeting and gave the antitrust advice. Mr. Jarrett moved, seconded by Ms. Hess to nominate Mr. Dodson for the position of co-chair of the REQ Technical Electronic Implementation Subcommittee. Mr. Dodson was unanimously elected co-chair of the REQ TEIS.

2. Data Dictionary

The TEIS discussed moving the task of drafting of the Data Dictionary out of TEIS and into the Customer Processes Subcommittee and the Supplier-Utility Interface Subcommittee. It was suggested a package be drafted to inform these subcommittees of what the TEIS needs from them regarding the data dictionary. Some suggestions included providing them with examples of data dictionaries from the WGQ standards and the group noted the data dictionary is something to be concerned about for the future. It was decided to draft a strawman document and noted this issue will probably not be discussed until August.

3. Begin Work Session Testing Document and Open Issues list

Mr. Jarrett reviewed the subcommittee's progress and noted that all the tabs have been reviewed. He also stated the Open Issues List and the inclusion of a Testing Document still need to be discussed. The Open Issues List was discussed for the remainder of the meeting.



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4. Next Meeting

The next TEIS meeting was scheduled for August 8, 2003 in Philadelphia. The following issues were suggested for the agenda: coordinating with Glossary Subcommittee, review of the data dictionary document, update on Glossary process, continue discussion of open issues, update on the status of the joint EDM report to the WGQ EC, and discussion of the testing document.

4. Adjourn

The meeting adjourned on June 10, 2003 at 1:24 p.m. Central time.

5. Attendees

Name	Company	In Person/Phone
Beadles, Gwen	Dominion	Phone
Behr, George	Energy Services Group	In Person
Burden, Christopher	Williams Gas Pipeline	In Person
Dodson, Greg	Dom Resource Services	In Person
Hess, Theresa	Reliant Energy Retail Services	In Person
Huffer, Randy	Dominion Virginia Power	In Person
Jarrett, Mark	Southern Company	In Person
McMillan, Meghan	NAESB	Phone
Spangler, Leigh	Latitude Technologies	Phone
Stender, Mike	El Paso Natural Gas	In Person
Wise, Barbara	Baltimore Gas & Electric	Phone
