



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

January 9, 2004

TO: NAESB WEQ Executive Committee and Interested Industry Participants, NAESB Members of the Joint Interface Committee¹

FROM: Rae McQuade, Executive Director

RE: Announcement of NAESB WEQ Meeting to Prepare for the Upcoming JIC Meeting Regarding the Seams Catalog

Dear Wholesale Electric Quadrant Executive Committee Members and NAESB JIC Members,

After reviewing the seams catalog drafted by the NAESB Seams Subcommittee, it was determined to review the catalog in a joint meeting of the NAESB WEQ EC members and the NAESB JIC representatives to prepare for the upcoming JIC meeting. This joint meeting of the WEQ EC members and NAESB JIC representatives is scheduled for:

Where: American Electric Power
1616 Woodall Rodgers Freeway
Dallas, TX 75202

Lobby Conference Rooms A & B

Contact: Veronica Thomason
713-356-0060 (main number)

When: Tuesday, February 3 from 1:00 pm to 5:00 pm Central
Wednesday, February 4 from 8:00 am to 2:00 pm Central

For hotel accommodations, the Fairmont Hotel is across the street from AEP's office (corner Ross & Akard). AEP has a corporate rate of \$117/night. To secure this rate, participants must call the in-house reservation line at 214-720-5290. The Ameri-Suites Hotel is also in walking distance from the office. The phone number for Ameri-Suites is 214-999-0500.

The materials for the meeting will be emailed to the participants and posted on the web site shortly. Conference calling will be available for those unable to attend in person – please call the office for the dial-in number, pass code and conference leader. The meeting is open to any interested party. If you intend to attend the EC meetings, please RSVP to the NAESB office (naesb@aol.com) by January 28.

Please feel free to call the NAESB office should you have any questions or comments.

Best Regards,
Rae McQuade

¹ The Joint Interface Committee (JIC) is a group formed of representatives of the North American Electric Reliability Council (NERC), the North American Energy Standards Board (NAESB) and the ISO-RTO Council (IRC). The purpose of the JIC is to review requests for standards development brought to it from NERC or NAESB and determine whether the standards development activity would more appropriately take place in NAESB or NERC. It may also determine that there are outstanding policy issues that should be resolved by the IRC or FERC before any standards development activity should take place. The procedures governing the JIC are detailed in a memorandum of understanding signed by the three organizations on May 15, 2003.



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NORTH AMERICAN ENERGY STANDARDS BOARD WHOELSALE ELECTRIC QUADRANT MEETING Hosted by AEP – Dallas, Texas

Tuesday, February 3, 2004 -- 1:00 p.m. to 5:00 p.m. Central

Wednesday, February 4, – 8:00 a.m. to 2:00 p.m. Central

DRAFT AGENDA

1. Welcome
 - Antitrust Guidelines
 - Welcome to members and attendees
 - Introduction and Roll Call
2. Review of Seams Catalog
 - Purpose of the catalog
 - Activities to date that led to the development of the catalog
 - Review of the catalog structure
 - Description of the categories
 - Review of each item within the categories
3. Expectations for the Joint Interface Committee
 - Other requests to be considered at the JIC meeting
 - Seams catalog decisions to be made by the JIC
4. Action items
5. Other Business
6. Adjourn

Attire – Business Casual