



North American Energy Standards Board

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TO: NAESB Wholesale Gas Quadrant Executive Committee, Posting for Interested Industry Participants
FROM: Todd Oncken, Deputy Director
RE: NAESB Wholesale Gas Quadrant Executive Committee Meeting Draft Minutes - August 6, 2003
DATE: August 13, 2003

**Wholesale Gas Quadrant Executive Committee Meeting
August 6, 2003, 10:00 a.m. - 3:00 p.m. Eastern
Draft Minutes**

1. Welcome

Mr. Buccigross opened the meeting and thanked PECO Energy for hosting the Executive Committee meetings. Mr. Oncken gave the antitrust advice. The roll of Executive Committee members was called and quorum was established.

2. Wholesale Gas Quadrant Draft Agenda & Draft Minutes

Mr. Buccigross reviewed the draft agenda. Mr. Novak proposed to add a discussion of the lead time for triage requests to item 3, Review of New Requests and Assignments. Mr. Novak moved, seconded by Mr. Ishikawa, to adopt the modified agenda. The motion passed unanimously.

Ms. Heslington moved, seconded by Mr. Ishikawa, to adopt the draft minutes from the June 5, 2003 Wholesale Gas Quadrant (WGQ) Executive Committee meeting, as modified during this meeting. The motion passed unanimously.

Ms. Davis moved, seconded by Mr. Griffith, to adopt the draft minutes from the June 27, 2003 WGQ Executive Committee conference call, as modified during this meeting. The motion passed unanimously.

3. Review of New Requests and Assignments

Ms. Van Pelt gave the Triage report, located under Tab 3 of the meeting materials. She noted each request assigned to the WGQ needed a subcommittee assignment and priority.

R03006 - Gas Price Index Location Standards: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03006 be found within NAESB scope and assigned to all four quadrants. However, the Executive Committee, during its July 31, 2003 conference call, modified that recommendation and found Request R03006 within NAESB scope and properly assigned to the WGQ. Mr. Sappenfield moved, seconded by Mr. Griffith, to assign Request R03006 to the Business Practices Subcommittee (BPS) to be worked on in the normal course of business.

Mr. Novak opposed the assignment to BPS, instead preferring assignment to a separate subcommittee since the request was very narrow in scope and technical in nature. Mr. Keeler opposed the finding of Request R03006 within NAESB scope. He stated standardizing trade press issues should be market driven. Ms. Beswick responded that NAESB represents the companies that use the price indices, so working through the NAESB process would increase transparency and knowledge. Given the stated concerns, Mr. Buccigross asked that Mr. Sappenfield table his motion to first address with the scope issue raised by Mr. Keeler. Mr. Sappenfield concurred.

Mr. Keeler moved, seconded by Ms. Chezar, to reconsider the decision that Request R03006 was properly within the scope of the Wholesale Gas Quadrant. Mr. Buccigross stated that since the Executive Committee, meeting jointly, has already found Request R03006 within NAESB scope and



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assigned to the WGQ, passage of this motion would elevate the issue for a determination by the Board of Directors.

Participants discussed Mr. Keeler's motion. Ms. Chezar stated that most gas purchase contracts are linked to a pricing point used by a specific publication. She said that if NAESB changed the definition of the existing locations, it could in effect change the price paid for gas. She stated that impact went far beyond NAESB's scope. Additionally, Ms. Chezar noted the FERC has the issue of price reporting to trade publications under consideration. Mr. Smith concurred with Ms. Chezar's comments and added that NAESB, as a standards organization, should not take on a market task. Mr. Keeler noted Request R03006 was very vaguely worded. Mr. Shepard questioned whether the points were susceptible to definition.

Mr. Sappenfield responded that the FERC has made a clear policy statement on price reporting in Docket No. PL03-3. Accordingly, he stated Request R03006 was within NAESB scope and properly assigned to the WGQ. Mr. Sappenfield viewed the request as not establishing points, but instead clarifying what the current points mean. Mr. Sappenfield noted that accepting the request would provide a forum for discussion of the issues which would assure all market segments have the opportunity to be present. Mr. Griffith agreed that he saw the request as asking for a naming convention and corresponding definitions. Concern was stated that the request was broader in scope than that identified by Mr. Griffith. It was generally agreed that if the scope of the request was broader, the request could be beyond NAESB's scope. Ms. Daly noted the policy statement in PL03-3 is a final policy statement, and Request R03006 appears to complement that process. Mr. Sappenfield agreed that perhaps the request could be fine tuned to clarify the scope would not include setting location points.

Mr. Novak stated WGQ action on this request would provide a service to the requester, and noted any entity can make a standards request. Mr. Novak said working on Request R03006 could provide insight into the accuracy of price reporting because a point that might have the same name in different publications could be composed of entirely different gas sources. He said this could explain inconsistencies for the named point across publications and identify points that were consistent across the publications.

Mr. Foster responded to the discussion on Request R03006. He stated that to some extent, this is an issue of forum. He stated Platts and several other organizations are in the process of defining the points. He explained that defining a point, at the granular level, means determining gas from which meters is represented by the point. He noted the intent is to develop refined definitions, make them public, and let the industry react to those point definitions. He described the options would be to vet the issues through the NAESB process, as contemplated by Request R03006, or for the publications to hold their own public process for industry input. Ms. Beswick agreed with Mr. Foster's statements, and suggested it might be better to complete more work before submitting it to the NAESB process. Accordingly, Ms. Beswick withdrew Request R03006. It was noted the request could be resubmitted to NAESB, and that new request would be subject to the full NAESB process.

Since Request R03006 was withdrawn, Mr. Keeler withdrew his motion regarding the scoping decision as it was now moot.

R03008 - Nominations Intraday Indicator: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03008 be found within NAESB scope and assigned to the WGQ. Additionally, she said the WGQ representatives to the Triage Subcommittee recommended that Request R03008 be assigned to BPS to be handled in the normal course of business.

R03009 - Transactional Reporting Informational Postings: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03009 be found within NAESB scope and assigned to the WGQ. Additionally, she said the WGQ representatives to the Triage Subcommittee



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recommended that Request R03009 be assigned to BPS to be handled in the normal course of business.

R03010 – Transactional Reporting Capacity Release Data Elements: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03010 be found within NAESB scope and assigned to the WGQ. Additionally, she said the WGQ representatives to the Triage Subcommittee recommended that Request R03010 be assigned to BPS to be handled in the normal course of business.

R03011 – Transactional Reporting Firm Transportation Data Elements: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03011 be found within NAESB scope and assigned to the WGQ. Additionally, she said the WGQ representatives to the Triage Subcommittee recommended that Request R03011 be assigned to BPS to be handled in the normal course of business.

R03012 – Transactional Reporting Interruptible Transportation Data Elements: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03012 be found within NAESB scope and assigned to the WGQ. Additionally, she said the WGQ representatives to the Triage Subcommittee recommended that Request R03012 be assigned to BPS to be handled in the normal course of business.

R03015 – Pipeline Unthreaded Model use of Downstream Rank Data Elements: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03015 be found within NAESB scope and assigned to the WGQ. Additionally, she said the WGQ representatives to the Triage Subcommittee recommended that Request R03015 be assigned to BPS to be handled in the normal course of business.

R03016 – Transactional Reporting Code Values for Contract Status: Ms. Van Pelt reported the Triage Subcommittee recommended that Request R03016 be found within NAESB scope and assigned to the WGQ. Additionally, she said the WGQ representatives to the Triage Subcommittee recommended that Request R03016 be assigned to the Information Requirements Subcommittee (IR) to be handled in the normal course of business.

Ms. Davis moved, seconded by Mr. Novak, to accept the Triage Recommendations and make the subcommittee and priority assignments contained in the Triage Recommendations for Requests R03008, R03009, R03010, R03011, R03012, R03015 and R03016. The motion passed unanimously.

Timing for Triage Requests and Work Papers: Mr. Novak introduced discussion on the timing for submission of Standards Requests and work papers. He noted no action can be taken by the WGQ Executive Committee today, but Ms. Alexander, a Triage Subcommittee representative representing the Retail Electric Quadrant, raised a concern on the timing of requests that should be addressed. He said documents for the Triage Subcommittee have been submitted at the last minute, and while it was the historical practice to act on any request submitted prior to the Triage meeting, concern was expressed about the ability of subcommittee members to be informed of the agenda and prepared to act on agenda items. To address the issue, Ms. Alexander proposed a three business day lead time for all action taken at the Triage Subcommittee. Ms. Van Pelt opposed a bright line rule, but supported sending Triage recommendations out for notational ballot when there are timing issues expressed on Triage Requests. Mr. Buccigross suggested the problem could be solved by making an effort to respect the schedules of all Triage Subcommittee members and using common courtesy.

Ms. Van Pelt stated the larger issue for the Triage Subcommittee is attendance and participation by Triage Subcommittee members. She noted that since the Triage Subcommittee is composed of



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members from all quadrants, all Triage members should attend the meetings, regardless of the impact of the requests under consideration on their quadrant. She said the current process used in absence of adequate attendance is a waste of NAESB resources, and should be discussed on the next all-quadrant Executive Committee conference call. Ms. Calcagno and Mr. Young agreed with Ms. Van Pelt's comments on attendance.

4. Errata for Version 1.6 Publication

Ms. Davis presented two errata and one correction for WGQ Standards: 1) NAESB WGQ Standard 5.4.3 - Award Download - correct the abbreviation for Bid Number to read Bid No.; 2) NAESB WGQ Standard 3.4.1 - Invoicing - correct the data element Charge Type in the Code Value Dictionary for Gas Research Institute Funding Fee, Small Customer, from GSR to GRS; and 3) NAESB WGQ Standard 2.3.z3 - correct the reference in subsection a to reflect NAESB WGQ Standards instead of GISB Standards. Ms. Davis moved, seconded by Ms. Van Pelt, to adopt the two errata and one correction as described above. The motion passed with one abstention.

5. Technical Feasibility Report from the EDM Subcommittee

Mr. Spangler presented the *Report on Technical Feasibility and Impacts of Separating the WGQ EDM Into Multi-Quadrant Electronic Transport and Quadrant-Specific EDM Documents*, located under tab 3 of the meeting materials. Mr. Spangler stated the WGQ EDM Subcommittee and Retail Electric and Retail Gas Quadrant Technical Electronic Implementation Subcommittee (TEIS) looked at a common EDM interface, essentially made up of Tab 6 of the WGQ EDM Manual and certain WGQ 4.x.x standards, which would then be known as the NAESB Electronic Transport (ET) System. Mr. Spangler stated the working group worked very hard at proposing an ET that would be backwards compatible with existing WGQ EDM implementations. However, he noted several technical issues needed to be addressed.

Participants discussed the report, with special attention being paid to the technical issues identified and disadvantages of having a NAESB ET. Mr. Spangler noted there is no precedent for a NAESB-wide standard, so systems would have to be developed to maintain the NAESB ET. Mr. Sappenfield complemented the working group, stating that the potential of a NAESB ET has broad industry impact. Mr. Spangler stated it would be appropriate for the Executive Committee to direct the WGQ EDM Subcommittee to move forward with development of a recommendation for the ET proposal. Ms. Davis suggested that as the new ET is developed, the defined terms in WGQ EDM Tab 6 should be maintained, and the appropriate definitions should be migrated to the new protocol, where appropriate. Giving XML as an example, Ms. Van Pelt encouraged Executive Committee members to explore what happens in the joint standard if one quadrant wants changes implemented and another quadrant prefers the status quo. Mr. Novak stated the proposal for the NAESB ET was a reasonable compromise that would set a good framework for data transmission.

Mr. Novak moved, seconded by Ms. McVicker, as follows:

The WGQ EC directs the WGQ EDM subcommittee to: 1) proceed with the separation of WGQ EDM TAB 6 and review of WGQ Standards 4.x.x for potential inclusion in the common ET specification; and 2) work jointly with the REQ/RGQ TEIS to develop a joint ET specification.

Participants discussed the motion. It was noted the motion does not endorse any proposal, it merely directs the WGQ EDM Subcommittee to move forward in the recommendation development process. Ms. Chezar expressed concern that this was a three quadrant effort, without participation by the Wholesale Electric Quadrant (WEQ). Mr. Spangler referred members to the PKI report and noted WEQ efforts would likely be focused on PKI. Mr. Buccigross stated the WEQ formed a Technical Subcommittee during its August meeting, and will begin to work on PKI since NERC has



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begun its work on PKI. He suggested that if a common ET was developed and the WEQ found it useful, they would likely welcome the communications tool. Mr. Johnson, co-chair of the WEQ Technical Subcommittee, stated work on the NAESB ET should not be suspended waiting for WEQ participation. He stated the quadrants were on different paths and timelines for communication protocol standards development. However, he stated that now that the WEQ has a Technical Subcommittee, he could see the potential for some coordination between the technical groups of all NAESB quadrants.

Mr. Novak's procedural motion passed unanimously.

6. PKI Report

Ms. McQuade reported on the July 1 Public Key Infrastructure (PKI) Workshop presented by NERC. She explained PKI is a security/encryption mechanism being explored by NERC for implementation in its reliability standards, such as e-tagging. Due to standards relationship between NERC and NAESB, the WEQ is also exploring PKI, and has recently assigned Request R03007, eMARC PKI Specification, to the WEQ Technical Subcommittee. She explained developing PKI specifications for commercial purposes could lead to efficiencies for wholesale electric companies, since they would likely have to implement PKI for reliability standards. Ms. McQuade stated the workshop was very informative and noted the presentations at the workshop were available on the NERC website (www.nerc.com). Mr. Zavodnick agreed the presentation at the workshop was very helpful in laying out the basics of PKI.

Mr. Buccigross reported on a recent PKI Steering Committee meeting. He explained the steering committee is developing the PKI specification and met to evaluate the comments submitted on the draft specification. He noted the process was much like the NAESB process for incorporating industry comments. Mr. Buccigross stated the steering committee made the following decisions: 1) hold additional PKI workshops for interested industry participants; 2) continue evaluation of submitted comments, making modifications where appropriate; 3) post a revised PKI specification for industry comment in mid-August, with comments being due in mid-October; 4) meet in mid-October to evaluate all comments received, making modifications where appropriate; and 5) submit the final PKI specification for a technical edit. Mr. Buccigross anticipated the PKI specification would be complete at the end of November. Mr. Buccigross encouraged WGQ members to review, or submit it to their technical representatives for review, and comment on the PKI specification, since fundamental decisions on the specification will soon be made. He also noted the PKI specification is very different from the NAESB WGQ EDM Standards.

7. Subcommittee Updates and 2003 Annual Plan

Business Practices Subcommittee: Ms. Van Pelt reported BPS has disposed of all standards requests assigned prior to the June 16 Triage Subcommittee meeting. She noted several requests were assigned to the BPS during the June 16 and July 21 Triage Subcommittee meetings. BPS meetings are scheduled for August 14, 21 and 28, and September 25.

Contracts Subcommittee: Mr. Sappenfield reported on the July 23 Contracts Subcommittee meeting. He stated the subcommittee has reviewed the current draft of the Credit Support Addendum (CSA) and Users Guide, and the comments submitted on those documents. As a result, he stated the documents have been revised and will be posted to the NAESB website on August 15 for review at the August 20 Contracts Subcommittee conference call. Mr. Sappenfield stated a vote would likely be taken on the recommendation for presentation at the October Executive Committee meeting.

EDM Subcommittee: Please see the *Technical Feasibility Report from the EDM Subcommittee* above.



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Information Requirements Subcommittee: Ms. Davis stated IR has completed work on its high priority items: Request R02012, R03002, and AP6 (creditworthiness). She reported the current backlog consists of approximately 40 requests, many of which are new data sets. She stated IR will meet in Houston during the first week of September, and in Phoenix in October.

Technical and ANSI X12 Subcommittees: Ms. Van Pelt reported the Technical Subcommittee has completed work on several small requests, including the majority of work on the producer imbalance statement. She anticipated ANSI X12 publication of the outstanding data elements required for the producer imbalance statement in December. Following publication of the data sets, she stated a recommendation will be prepared and submitted to the Executive Committee. Ms. Van Pelt reported the Technical Subcommittee will have an out of cycle meeting to address Request R02012 and AP6 (creditworthiness) so recommendations regarding those requests could be considered during the October Executive Committee meeting.

Update of 2003 Annual Plan: Updates to the 2003 WGQ Annual Plan were reviewed. Please see attached redlined annual plan. The modified 2003 WGQ Annual Plan will be presented to the Board of Directors in September. During discussion, it was clarified that item 3, *Explore additional possibility for partnership with the Department of Energy*, would be a subsequent review of NAESB WGQ EDM standards by Sandia National Labs for scalability, security, and applicability to the wholesale electric and retail quadrants.

8. 2004 Annual Plan Development

Mr. Buccigross reported the WGQ will likely complete all 2003 Annual Plan items so the WGQ should begin its annual plan process. To that end, it was decided the WGQ Annual Plan Subcommittee should hold a conference call on September 2 from 1:00 p.m. to 4:00 p.m. Central to prepare a draft 2004 Annual Plan. Mr. Buccigross noted the draft 2004 Annual Plan should be completed by the October Executive Committee meeting for presentation and approval by the Board of Directors at its December meeting. Mr. Buccigross encouraged participants to bring annual plan items forward during the September 2 meeting.

Participants discussed the process where items would be added to the draft Annual Plan. Ms. Van Pelt suggested an item should be added to the annual plan through the standards requests process instead of a generic inclusion. Mr. Novak agreed, and added the annual plan could be built around a request, or set of requests, where appropriate. Ms. Davis noted WGQ Annual Plan items have not historically been well defined, and a specific standards request was needed to identify the specific standards to be drafted. Participants discussed the voting procedures for the WGQ Annual Plan Subcommittee. Mr. Keeler moved, seconded by Ms. Heslington, that any interested party in attendance at the WGQ Annual Plan Subcommittee meetings could vote on subcommittee business. The motion passed unanimously.

It was noted the annual planning process is distinct for each quadrant. An example of the WEQ annual plan process, and draft 2004 WEQ Annual Plan, can be found under tab 7 of the meeting materials. Ms. McQuade noted the draft WEQ Annual Plan will be forwarded for industry comment and action by the Executive Committee as a whole. She noted proposed additions to the draft would not require the completion of a standards request. Additionally, it was noted the WEQ standards requests are far more specific than the historical WGQ requests. Mr. Desselle suggested the difference in approach between the WGQ and WEQ annual plan process stems from the maturity of the WGQ and the coordination the WEQ must do with NERC and the ISO-RTO Council.

Ms. Van Pelt expressed concern about the implications of the addition to the draft WEQ Annual Plan, work with the WGQ to investigate flexible intraday scheduling. It was noted WGQ members could submit comment on the WEQ annual plan during the industry comment period. Ms. Perlman provided some background on the issue. She stated Mr. Jackson proposed to add the item, and as



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a generator, he finds it significant that generators must report what they will be generating before they have bought their gas. She stated this would affect the WGQ Intraday Nominations standards. Ms. Van Pelt suggested that request would more appropriately be made to the WGQ, since it impacts existing WGQ standards. Mr. Novak and Mr. Buccigross agreed that was the proper course of action. Mr. Desselle noted it is not determined whether the item is properly on the draft 2004 WEQ Annual Plan.

9. WGQ Procedures

Ms. Van Pelt reported on the revisions to the WGQ procedures. She stated the review is almost complete and the completed document will be forwarded to the NAESB office for further processing. Ms. Van Pelt projected an early October WGQ member ratification date. Additionally, the following members were added to the WGQ Procedures working group: Ms. Calcagno representing the services segment, and Ms. Heslington representing the producers segment.

10. Adjourn

The meeting adjourned at 2:45 p.m. Eastern.



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11. Executive Committee Attendees and Voting Record

End User Segment	Title, Organization	Attendance	Errata
Diane McVicker	Sr. Principal Fuel Supply Analyst, Salt River Project	In Person	Y
Gary Hinners	Director of Natural Gas Regulatory Issues, Reliant Energy Services, Inc.	Absent	
Kelly Daly	Partner, Stinson, Morrison & Hecker, rep. Arizona Public Service Co.	In Person	
Gary Duede, alt. for K. Daly	Arizona Public Service Co.	In Person	Y
Dona Gussow	Contracts Coordinator, Florida Power and Light	Phone	Y
Tina Burnett	Natural Gas Operations Administrator, The Boeing Company	Phone	Y
LDC Segment			
Rick Ishikawa, alt. for R. Schwecke	Transportation Contract Administrator, Southern California Gas Company	In Person	Y
Dolores Chezar	Director, Regulatory Policy, KeySpan Energy	In Person	Y
Chris Maturo	Director, Operations Integration, NiSource, Inc.	In Person	Y
Mike Novak	Assistant General Manager, National Fuel Gas Distribution	In Person	Y
Steve Sullivan	Regulatory Manager of Gas Supply, Consolidated Edison Co. of NY	Phone	Y
Bill Oppenheim, alt. for S. Sullivan	Manager, Asset Optimization, PECO Energy	In Person	
Pipeline Segment			
Mark Gracey	Consultant - Transportation Services, Tennessee Gas Pipeline Co.	In Person	Y
Bill Griffith	Director, Transmission & Storage, Colorado Interstate Gas Co.	In Person	Y
Dale Davis	Consultant, Williams Gas Pipeline	In Person	Y
Randy Young	Director, Regulatory Compliance, Gulf South Pipeline Co., LP	In Person	Y
Kim Van Pelt	GISB Coordinator, Panhandle Eastern Pipe Line	In Person	Y
Producer Segment			
Jim Busch	Director of Energy Policy and Regulation, BP Energy Company	Phone	A
Paul Keeler	Managing Attorney, Marketing, Burlington Resources	In Person	Y
Sherri Heslington	Dominion Exploration	In Person	Y
Richard Smith	Director, Regulatory Affairs, ExxonMobil	Phone	Y
Mike Shepard	General Counsel, Mewbourne Oil Company	In Person	Y
Services Segment			
Suzanne Calcagno	Associate Director - Regulatory Compliance, UBS Warburg Energy	In Person	Y
V A C A N C Y	V A C A N C Y		
Leigh Spangler	CEO, Latitude Technologies	In Person	Y
Jim Buccigross	Vice President, 8760 Inc.	In Person	Y
Keith Sappenfield	Regional Director of Regulatory Affairs, EnCana Marketing (USA) Inc.	In Person	Y

Administrative:

Rae McQuade	-Executive Director
Veronica Thomason	-NAESB Staff
Todd Oncken	-Deputy Director

Other Participants

Name	Company	Comments
Ellen Beswick	Intelligence Press	Phone
Mike Bray	Shell Gas Transmission Company	In Person



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Kathryn Burch	Duke Energy Gas Transmission	In Person
Christopher Burden	Williams Gas Pipeline	In Person
Yvette Camp	Southern Company	Phone
Michael Desselle	American Electric Power	In Person
Andrew Dotterweich	Consumers Energy	Phone
Larry Foster	Platts	In Person
Tom Gwilliam	Iroquois Gas Transmission	In Person
Theresa Hess	Reliant Energy Retail Services	In Person
Alan Johnson	Mirant	In Person
Janie Nielsen	Kern River Gas Transmission	In Person
Lawrence Paulson	Hoffman-Paulson Associates	In Person
Marjorie Perlman	Energy East Management Corp.	In Person
Phil Precht	Baltimore Gas and Electric Co.	In Person
Donna Scott	Transwestern Pipeline	Phone
Joe Stengel	Philadelphia Gas Works	In Person
Don Sytsma	RJ Rudden	Phone
Steve Zavodnick	Baltimore Gas and Electric Co.	In Person