



North American Energy Standards Board

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TO: NAESB Wholesale Gas Quadrant Executive Committee, Posting for Interested Industry Participants

FROM: Meghan McMillan, NAESB Staff

RE: Draft Minutes from the NAESB Wholesale Gas Quadrant Executive Committee Annual Plan Conference Call – September 2, 2003

DATE: September 8, 2003

**Wholesale Gas Quadrant Executive Committee
Annual Plan Conference Call
September 2, 2003 (1:00 p.m. – 5:00 p.m. Central)
Draft Minutes**

1. Administrative

Mr. Buccigross opened the meeting and Mr. Oncken gave the antitrust advice. Introductions were made. Ms. Chezar moved, seconded by Mr. Bray to adopt the agenda. The agenda was adopted absent objection.

2. Review of Existing 2003 Annual Plan for Rollover Items

Mr. Buccigross reviewed the items on the 2003 WGQ Annual Plan and the group identified rollover items as follows:

Item 2: Preparation of documents and submission of EDM standards to ANSI for approval as ANSI standards.

Item 3: Explore additional possibilities for partnership with the Department of Energy.

Item 5: Review of minimum technical characteristics in Appendices C, D, and E of the EDM Manual.

The group reviewed and deleted the following provisional items:

- Mexican Addendum to the base contract for purchase and sales of natural gas.
- Remand of FERC Order 637 Issues – (1) forward-backward haul to the same point, and (2) Right of First Refusal.
- Model financial hedging agreement development
- Base contract for purchase and sales of natural gas – electronic contract.

It was agreed to move item 6 [Develop Creditworthiness Standards pursuant to an Annual Plan item. Such development should be restricted to implementation of existing Commission policy, new Commission policy after it has been ordered and non-policy oriented aspects of Creditworthiness] to the Provisional items list. After discussion, the group agreed to modify the language in this item to read as follows: “Additional standards development pursuant to FERC action – Docket # RM 96-1 (Creditworthiness).”

3. Identification of New Annual Plan Items

The group agreed to add Mr. Sappenfield’s suggestion to the Provisional Items list to read as follows: “Provisional review of ISDA Gas Annex with the understanding that work will only be performed upon the submittal of a Request from an interested party.”

An additional Annual Plan item was added under the assignments for EDM and reads as follows: “Prepare a common NAESB Electronic Transport (ET) and WGQ Quadrant Electronic Delivery



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Mechanism (WGQ QEDM) manuals using the version 1.6 NAESB WGQ EDM tab 6 and applicable 4.x.x standards as a base.”

Ms. Chezar suggested adding another provisional item for additional intraday nominations issues addressed in the WEQ draft plan. The group also agreed to leave the Provisional Item concerning “Energy Day” on the annual plan. It was suggested that a footnote be added to these two items stating that they will remain on the plan pending publication of a final draft of the WEQ plan and/or a request for action on either item.

Mr. Novak suggested adding a footnote concerning provisional items that states that provisional items will remain on the plan for one year pending the filing of a formal request or a decision to add them to the plan as active items. The subcommittee agreed to add this footnote.

Mr. Buccigross noted the group might want to add an item concerning the PKI issue. He suggested that this is something that should be listed as an annual plan item under EDM. Mr. Novak suggested the following language: “Review security standards as may be deemed necessary, EG/Public Key Infrastructure (PKI).” It was agreed to add this language to the previous item 4 (new item 3) on the Annual Plan.

4. Preliminary Assignments and Completion Dates for Out of Subcommittee

All active Annual Plan items were assigned to EDM with the exception of the new item 2 [Explore additional possibilities for partnership with the Department of Energy. Sandia Review of security and reliability of version 1.7.], which was assigned to the EC Officers. It was noted that there would be a joint effort with other quadrants on some of these items even though the assignment was made only to EDM. These joint efforts will be an issue for future EC meetings.

Tentative completion dates were set as follows:

- Item 1 [Submission of EDM standards to ANSI for approval]: 3rd Quarter
- Item 2 [Sandia review of security and reliability of version 1.7]: 3rd Quarter
- Item 3 [Review of security standards (PKI)]: 2nd Quarter
- Item 4 [Review of minimum technical characteristics]: 4th Quarter
- Item 5 [Common NAESB ET and WGQ QEDM]: 4th Quarter

5. Next Steps

Mr. Buccigross stated after the publication of the minutes he will discuss with Mr. Zavodnick an initial draft of the 2004 Annual Plan and have it posted on the NAESB website. He noted the subcommittee should have a draft of the plan to the Executive Committee by October 8. The next Annual Plan Subcommittee meeting was scheduled for September 24, 2003 (9:00 a.m. – 12:00 p.m. Central).

6. Other Business

No other business was discussed

7. Adjourn

Mr. Bray moved, seconded by Ms. Perlman to adjourn the meeting on September 2, 2003 at 3:13 p.m. Central.



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8. Attendees

Name	Company
Beste, Jim	CenterPoint Energy Gas Resources Corp.
Bray, Mike	Shell Gas Transmission
Burden, Christopher	Williams Gas Pipeline
Buccigross, Jim	Group 8760
Calcagno, Suzanne	UBS Warburg Energy
Chezar, Delores	KeySpan
Daly, Kelly	Arizona Public Service Company
Darveaux, Mary	Northern Natural Gas
Davis, Dale	Williams Gas Pipeline
Deegan, Jennifer	Washington Gas Light Company
Downs, Jim	Calpine
Gracey, Mark	Tennessee Gas Pipeline
Hinners, Gary	Reliant Energy
McMillan, Meghan	NAESB
Mills, Randy	Chevron Texaco
Novak, Mike	National Fuel
Perlman, Marjorie	Energy East
Shepard, Mike	Mewbourne Oil Company
Van Pelt, Kim	Panhandle Eastern Pipe Line
Young, Randy	Gulf South Pipeline