



## North American Energy Standards Board

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**via email**

**TO:** NAESB Certification Program Committee, Managing Committee Members, and Posting for Interested Parties

**FROM:** Rae McQuade, NAESB President  
James Cargas, NAESB Deputy Director

**RE:** Notes from Certification Program Committee Conference Call on August 4, 2005

**DATE:** August 9, 2005

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Dear NAESB Certification Program Committee and Managing Committee Members,

A Certification Program Committee (CPC) conference call was held on August 4, 2005. The following notes and assignments resulted from the meeting.

### **Certification Program Committee:**

**Thursday, August 4, 2005**

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- Administrative:
- Mr. Cargas gave the antitrust guidelines and took roll call.
  - The draft agenda was adopted by consensus.
- Draft WGQ Checklist:
- The draft WGQ check list has been subdivided. Mr. Buccigross also labeled each of the standards as being either a data/information requirement (category D), internet electronic transport requirement (category E), and/or web site internet electronic bulletin board requirement (category W). Some standards serve multiple functions and fall into more than one category.
  - The consensus was to keep the check list as a single document with the 3 categories, rather than separate out the different requirements into 3 separate check lists. Keeping it as one document will be easier to update.
  - When Version 1.8 is adopted with its generic Internet electronic transport (ET) standards, then a separate check list, applicable to WGQ, REQ and RGQ may be appropriate.
  - The titles of the categories were amended. Mr. Cargas will reformat the codes used to make it easier to understand.
- Draft Retail Checklist:
- Mr. Behr was unavailable to discuss the progress he has made to the Retail check list.
- Draft WEQ Checklist:
- The Committee reviewed the completed draft WEQ checklist that contains the OASIS Standards & Communications Protocols (S&CP) that Mr. Sorenson prepared.
  - Mr. Sorenson reported that Mr. Hansen of Seattle City Light will be preparing a similar check list for WEQ public key infrastructure (PKI) standards once they become final NAESB standards. Until then, the WEQ certification program will consist of the S&CP standards.
  - Mr. Sorenson will share the draft WEQ check list with members of the WEQ Electronic Scheduling Subcommittee (ESS) and Information Technology Subcommittee (ITS) which will be meeting jointly on Aug. 31 and Sept. 1.
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- Mr. Cargas will also share the WEQ check list with the WEQ EC leadership, and seek their review and comments.
- Report to Board: • The Committee reviewed the proposed outline for a report to the Board Managing Committee. If any action is required of the full Board, that should also be included in the report.
- Legal Review of License Agmt.: • Subsequent to the conference call, it was learned that Mr. Bill Boswell, NAESB General Counsel, has completed his legal review of the license agreement and found it satisfactory.
- Change in Schedule: • The Committee decided to postpone its Aug. 31 conference call until Wed., Sept. 7 at 10am Central, to allow the ESS/ITS time to review the WEQ check list and return their comments to the Committee for consideration.

### Action Items:

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- Mr. Cargas will reformat the WGQ Version 1.7 check list.
- The WGQ Version 1.7 check list will receive technical reviewed by staff from Mr. Darnell's and Mr. Pfeifer's organizations.
- Mr. Behr will complete the draft a Retail check list for the Committee to review during its Sept. 7 call.
- Mr. Sorenson will forward the draft WEQ check list to ESS and ITS for discussion at their Aug. 31 meeting.
- The WEQ check list will also be forwarded to the WEQ EC leadership for review.
- Mr. Cargas will draft a Committee report to the Board for review during the Sept. 7 call.

### Committee Schedule:

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- Wednesday, September 7, at 10:00am CST – conference call.
- Thursday, September 22 – full report to NAESB Board of Directors with all check lists and officer certification documents in final form.

### Attendance:

	<b>Name:</b>		<b>Organization:</b>
1	Jim	Buccigross	Group 8760, Inc.
2	Christopher	Burden	Williams Gas Pipeline
3	James	Cargas	NAESB
4	David	Darnell	Systrends
5	Paul	Sorenson	OATI
6	Leigh	Spangler	Latitude Technologies