Via email and posting

August 16, 2013

**TO:** NAESB Board of Directors, Executive Committee (EC) Members, EC Alternates, NAESB Members, NAESB Advisory Council, and Invited Guests

**FROM:** Rae McQuade, NAESB President

**RE:** Announcement & Draft Agenda of Board Meeting, Strategic Session and Meeting of the Members – September 5, 2013

Dear Board members, EC members, EC alternates, NAESB members, NAESB Advisory Council and invited guests,

As noted in other communications, we are pleased to announce the upcoming Board meeting to be held September 5 in Houston, Texas at the Four Seasons Hotel in downtown Houston. I hope you are able to travel to Houston for our upcoming Board meeting, related committee meetings and our Board dinner. This Board meeting serves as our annual meeting of the members, our strategic session, and tactically provides a foundation from which the 2014 annual plans are developed.

The specifics of the Board meeting and related meetings are:

Events: Board of Directors Meeting, and related NAESB meetings

Where: Four Seasons Hotel, 1300 Lamar, Houston, Texas 77010, phone: 713-650-1300 (excepting Board Reception and Dinner)

When: September 4 Retail Energy Quadrant Leadership Meeting from 11:00 am to 1:00 pm C (lunch served in the meeting)

September 4 Wholesale Electric Quadrant Leadership Meeting from 1:00 am to 3:00 pm C

September 4 Wholesale Gas Quadrant Leadership Meeting from 3:00 pm to 5:00 pm C

September 4 Board Reception and Dinner - 6:00 pm reception and 7:00 pm dinner seating (held at the Petroleum Club with bus transportation provided to/from the Four Seasons Hotel)

September 5 Board Meeting from 9:00 am to 1:00 pm C, (a buffet lunch will be served during the meeting)

September 5 PKI Subcommittee Meeting from 1:00 pm to 3:00 pm C

As with all our meetings, these events are open to any interested party. For the meetings, conference calling will be available should you be unable to attend in person. Please contact Veronica Thomason (vthomason@naesb.org, 713-356-0060) for additional information on the meetings and conference calling information.Board materials and agenda should be available shortly.

We are very fortunate to have Christine Tezak as our dinner speaker. Her biography is provided in this announcement package. I, like many of you, know Christine to be an excellent speaker and thought-provoking in her analysis of the energy industry. As our natural gas and electricity markets are going through significant changes and are becoming more and more interdependent, her remarks will be timely and sure to stimulate thoughts and questions. You will not want to miss her.

This Board meeting serves as our annual meeting of the members and strategic session of the organization. We have invited a stellar panel of industry leaders to join us on Thursday, including Pat Wood, Timothy Simon, Marc Spitzer, Bob Gee, Terry Thorn, Gerry Cauley, Ravi Anne, Emil Pena, Christine Tezak and Annie McIntyre. Their remarks on the direction for our organization and our efforts to support policy and market needs through standards development should provide a strong basis from which we can begin to develop our 2014 annual plans.

As you will recall from our last Board meeting, there was a preliminary suggestion and subsequent discussion that a review of the wholesale natural gas and electric quadrant’s/segment’s structure may be in order to validate that the structures are supportive of the standards development work we are doing today and to determine if the structures are supportive of the standards development work we expect to be doing in the future; and, to determine and validate that the structures are reflective of and continue to best serve our respective markets. Further it was suggested that we may also need to think about having “in our back pocket” a framework for change to be considered if non-traditional standards requests begin to materialize or if market participants not represented in our organization today seek to join the organization.

If you have not already done so, please RSVP your intention to attend the Board dinner or Board of Directors meeting or any of the related meetings, and your intention to bring a guest or colleague to the dinner at your earliest convenience ([vthomason@naesb.org](mailto:vthomason@naesb.org), [naesb@naesb.org](file:///C:\NAESB%20Files\Board%20of%20Directors\Meetings\9-22-11\Agendas%20and%20Announcements\naesb@naesb.org), 713-356-0060). For those staying in the hotel, transportation is provided for attending the Board dinner.

**The Board of Directors meeting agenda is attached including links to some of the meeting materials. Additional meeting materials, and related meeting supporting documents should be emailed to you shortly and posted on the web site.** In case you have not already done so, please RSVP your intention to attend the Board dinner or Board of Directors meeting or any of the related meetings, and your intention to bring a guest or colleague to the dinner at your earliest convenience ([vthomason@naesb.org](mailto:vthomason@naesb.org), [naesb@naesb.org](file:///C:\NAESB%20Files\Board%20of%20Directors\Meetings\9-22-11\Agendas%20and%20Announcements\naesb@naesb.org), 713-356-0060). For those staying in the Four Seasons Hotel, transportation is provided for attending the Board dinner. ***Two buses will also be available on September 5 at 12:30 pm to take participants to either Hobby Airport or Bush Intercontinental Airport. Depending on when the meeting ends, the buses can leave between 12:30 pm and 1:00 pm. With normal traffic conditions, it should take 20-30 minutes to leave the hotel and arrive at either airport.***

We look forward to your attendance at the leadership meetings and the dinner on September 4, followed by the Board meeting and the PKI Subcommittee meeting on September 5.

Best Regards,

*Rae McQuade*

Rae McQuade

NAESB President and COO

**Conference Calling and Web Conferencing Details**

for **the September 4-5, 2013 Set of Board and Related Meetings**

The meetings are open to all interested parties, who may participate by phone if unable to attend in person. The Board meeting is also web cast.

|  |  |  |  |
| --- | --- | --- | --- |
| Sep 4 | 11:00 am to 1:00 pm C | Retail Energy Quadrant Leadership Meeting (In person and Conference Call) | |
|  | Highland Room, Four Seasons Hotel, 1300 Lamar, Houston, Texas | * Call in number * Access Code * Security Code | 866-740-1260  3560063  5812 |
| Sep 4 | 1:00 pm to 3:00 pm C | Wholesale Electric Quadrant Leadership Meeting (In person and Conference Call) | |
|  | Highland Room, Four Seasons Hotel, 1300 Lamar, Houston, Texas | * Call in number * Access Code * Security Code | 866-740-1260  3560064  8724 |
| Sep 4 | 3:00 pm to 5:00 pm C | Wholesale Gas Quadrant Leadership Meeting (In person and Conference Call) | |
|  | Highland Room, Four Seasons Hotel, 1300 Lamar, Houston, Texas | * Call in number * Access Code * Security Code | 866-740-1260  3560063  7318 |
| Sep 5 | 9:00 am to 1:00 pm C | Board Meeting (In person and Conference Call/Web Cast) | |
|  | Austin Room, Four Seasons Hotel, 1300 Lamar, Houston, Texas | * Call in number * Access Code * Security Code | 866-740-1260  7133560  6515 |
| Sep 5 | 1:00 pm to 3:00 pm C | PKI Subcommittee Meeting (In person and Conference Calling) | |
|  | Information on the PKI Subcommittee meeting, including conference calling instructions can be accessed from the [NAESB web site](http://www.naesb.org). | | |

To join a conference call:

• Dial the 11-digit toll free call-in phone number shown above for the specific meetings

• An automated attendant will ask you to enter a seven-digit access code (shown in the table above)

• The automated attendant will ask you to record your name.

• Please note that if the conference leader has not yet initiated the conference call, you will be placed on music hold until the conference leader starts the conference.

•The automated attendant will then ask you for a four-digit security code (shown in the table above)

Please place your phone on mute unless you are speaking. For those participants that do not have a mute feature on your phone, please press (\*6) to mute your phone and (\*7) to un-mute your phone. Putting the conference call on hold may cause music to be played over the discussion and if so, the NAESB office will contact the on-hold line to have it disconnected.

If the meeting has the web conferencing feature enabled, to join the web conference, go to www.readytalk.com and enter the same access code and **s**ecurity code. Please note that if the conference leader has not yet initiated the web conference you will view a screen that states, “The Chairperson has not yet arrived. Please standby for your web conference to begin.”

ReadyTalk recommends that you test your browser and network connections for compatibility prior to participating in a web conference. To do so, go to http://test.callinfo.com. If you have problems joining a conference call or need technical assistance, please contact ReadyTalk Customer Care, 1-800-843-9166.

Speaker Biographies

# Christine Tezak

Managing Director - Research, ClearView Energy Partners, LLC

Ms. Tezak is a veteran energy macro analyst renowned for gutsy, fact-based calls. She is responsible for lead macro coverage of electricity markets, interstate pipelines, energy infrastructure and U.S. environmental policy. Her two decades of experience in electric utility and natural gas pipeline sectors enable her to craft prescient, timely and impactful analysis, particularly as energy and environmental issues have converged. Prior to joining the Firm, Ms. Tezak covered the federally regulated electricity and natural gas sectors and environmental policy as a senior research analyst and Director at Robert W. Baird & Co. Ms. Tezak also served as senior vice president with the Washington Research Group and, earlier in her career, she was a research associate with HSBC Securities, Inc. and NatWest Securities. Ms. Tezak is actively involved in energy policy and related activities. She has testified before the U.S. Federal Energy Regulatory Commission and the U.S. House of Representatives. She is an eight-term board member, and current Past President of the Washington, D.C.-based Women's Council on Energy & the Environment, and a member of the Natural Gas Roundtable. Ms. Tezak holds a bachelor's degree in Russian from Boston College and an MBA in Finance from the George Washington University.

| **NAESB BOARD OF DIRECTORS MEETING**  **Four Seasons Hotel, 1300 Lamar, Houston, TX – Thursday, September 5 – 9:00 am to 1:00 pm Central**  **DRAFT AGENDA** | | | |
| --- | --- | --- | --- |
|  | # | Agenda Item | |
|  |  |  | |
| 8:30 A |  | Continental Breakfast | |
|  |  |  | |
| 9:00 A | 1. | Welcome | |
|  |  | a) | Welcome to Board members, guests and convene the September 5, 2013 Board meeting, Meeting of the Members & Strategic Session |
|  |  | b) | Antitrust Guidelines <http://www.naesb.org/misc/antitrust_guidance.doc> (Guidance) |
|  |  | c) | Establish quorum – <http://www.naesb.org/pdf4/bod_terms.pdf> (Board Roster) |
|  |  |  | |
|  | 2. | Consent Agenda | |
|  |  | a) | Agenda Adoption |
|  |  | b) | Adoption of Draft Minutes - <http://www.naesb.org/pdf4/bd040413dm.docx> (Minutes) |
|  |  | c) | Adoption of Revised 2013 WGQ Annual Plan: <http://www.naesb.org/misc/wgq_2013_annual_plan_080213.docx> (Revisions expected after WGQ EC Meeting on August 22) |
|  |  | d) | Adoption of Revised 2013 Retail Annual Plan: <http://www.naesb.org/misc/retail_2013_annual_plan_080213.docx> (Revisions expected after the Retail EC Meeting on August 21) |
|  |  | e) | Adoption of Revised 2013 WEQ Annual Plan: <http://www.naesb.org/misc/weq_2013_annual_plan_080213.docx> (Revisions expected after WEQ EC Meeting on August 20) |
|  |  |  |  |
|  | **Meeting of the Members & Strategic Session** | | |
|  |  |  |  |
|  | 3. | Meeting of the Members & Strategic Session | |
|  |  | a) | Opening Remarks of the Chairman and Introduction of Pat Wood: <http://www.naesb.org/pdf4/bd090513w1.pdf> (Correspondence from the Chairman) |
|  |  | b) | Opening Remarks of Pat Wood |
|  |  | c) | Opening Remarks of Panelists |
|  |  | d) | Discussion by the Board and Panelists Regarding the strategic direction of the organization and structure to support the strategic direction |
|  |  | e) | Identification of Action Items |
|  |  | f) | Comments from members |
|  |  | g) | Close of the Meeting of the Members and Strategic Session |
|  |  |  |  |
|  | **General Business of the Board** | | |
|  |  |  |  |
|  | 4. | Membership and Financial Reports | |
|  |  | a) | Review the 2013 Membership Report |
|  |  | b) | Review the Financial YTD Report 2013 |
|  |  |  |  |
|  | 5. | Reports from Board Committees and Board votes where noted: | |
|  |  | a) | Managing Committee Update:   * Managing Committee review of actions taken since the last board meeting: <http://www.naesb.org/pdf4/managing071513.doc> (July 15, 2013 Consideration of NAESB Website Terms and Conditions) |
|  |  | b) | Parliamentary Committee Report and Possible Vote: <http://www.naesb.org/pdf4/parliamentary062813dm.doc> (Draft June 28 Parliamentary Committee minutes), <http://www.naesb.org/pdf4/parliamentary062813a1.docx> (Recommended revision to bylaws, approved by the committee on June 28, 2013) |
|  |  | c) | Certification Committee Possible Activities |
|  |  |  | |
|  | 6. | **Project Discussions and Leadership Session Reviews** | |
|  |  | a) | WGQ Leadership Session Recap: *Please reference WGQ Annual Plan in agenda item no. 2*, <http://www.naesb.org/misc/wgq_publication_schedule_ver2_2.doc> (Version 2.2 Publication Schedule) |
|  |  | b) | WEQ Leadership Session Recap: *Please reference WEQ Annual Plan in agenda item no. 2*, <http://www.naesb.org/misc/weq_publication_schedule_ver3_1.doc> (Version 003.1 Publication Schedule) |
|  |  | c) | Retail Leadership Session Recap: *Please reference Retail Annual Plan in agenda item no. 2*, <http://www.naesb.org/misc/retail_publication_schedule_ver2_1.doc>, <http://www.naesb.org/misc/retail_publication_schedule_ver2_2.doc> (Version 2.1 and Version 2.2 Publication Schedules) |
|  |  | **d)** | **PKI, Accreditation and the Certification Program Updates** |
|  |  | **e)** | **Electric Industry Registry Update** |
|  |  | **f)** | **Gas-Electric Harmonization Recent Regulatory Actions:** <http://www.naesb.org/pdf4/ferc071813_nopr_geh.pdf> (July 18, 2013 FERC NOPR) |
|  |  | **g)** | **Smart Grid, Green Button and Data Privacy Update** |
|  |  | **h)** | **Filing of the WGQ Version 2.1 Standards with FERC:** <http://www.naesb.org/pdf4/corrected_ferc072313_wgq_version_2.1_filing.pdf> **(Report)** |
|  |  | **i)** | **Status of WEQ OASIS Changes and impact of the WEQ Version 003 NOPR:** <http://www.naesb.org/pdf4/ferc_nopr_071813_weq_v003.docx> **(July 18, 2013 FERC NOPR)** |
|  |  | **j)** | **Status of WEQ BPS Parallel Flow Changes and Interaction with the IDC Association and NERC** |
|  |  | **k)** | **Coordination with NERC on standards development for business practices complementary to reliability standards** |
|  |  |  | |
|  | 7. | Old and New Business | |
|  |  | a) | Regulatory Filings and Related Actions, Liaisons with external groups: U.S. DoE, FERC, NARUC, NERC, NPC, NSTC, Energy Council, Other Groups   * NAESB July 24, 2013 errata filing with FERC on WGQ Version 2.1Standards: <http://www.naesb.org/pdf4/errata_ferc072413_wgq_version_2.1_filing.pdf> * NAESB July 23, 2013 filing with FERC on WGQ Version 2.1Standards: <http://www.naesb.org/pdf4/corrected_ferc072313_wgq_version_2.1_filing.pdf> * NAESB April 18, 2013 report to FERC on Copyright Procedures: <http://www.naesb.org/pdf4/ferc041813_copyright_waiver_procedure_report.pdf> * NAESB April 8, 2013 comments to NIST RFI: <http://www.naesb.org/pdf4/nist_040813_naesb_rfi_comments.pdf> |
|  |  | b) | Comments from Board Members, Invited Guests and Speakers, and Attendees |
|  |  | c) | Board Meeting Schedule 2013: <http://www.naesb.org/pdf4/2013_schedule.pdf> (Schedule) |
|  |  |  |  |
| 12:30 P | 8. | Adjourn | |
|  |  |  |  |
| 12:30 P |  | Buffet Lunch available to meeting attendees beginning at noon to 1:00 pm C, at the conclusion of the meeting | |
|  |  |  |  |
| 1:00 P |  | Buses depart for airports – Buses will be available to attendees of the Board meeting, for transportation from the Four Seasons Hotel to Hobby and Bush Intercontinental Airports beginning at 12:30 pm C for those attendees needing transportation to the airports | |
|  |  |  |  |
| *Attire – Business Casual* | | | |

| **NAESB RETAIL QUADRANTS LEADERSHIP MEETING**  **Four Seasons Hotel, 1300 Lamar, Houston, TX – Wednesday, September 4, 11:00 am to 1:00 pm Central**  **DRAFT agenda** | | | |
| --- | --- | --- | --- |
|  | # | Agenda Item | |
|  |  |  | |
| 11:00 am | 1. | Welcome | |
|  |  | a) | Antitrust Guidelines <http://www.naesb.org/misc/antitrust_guidance.doc> (Guidance) |
|  |  | b) | Welcome to participants |
|  |  |  | |
|  | 2. | Agenda adoption: <http://www.naesb.org/pdf4/bd090513a.docx> (Agenda) | |
|  |  |  |  |
|  | 3. | Update on publication activities <http://www.naesb.org/misc/retail_publication_schedule_ver2_1.doc>, <http://www.naesb.org/misc/retail_publication_schedule_ver2_2.doc> (Publication Schedules) | |
|  |  |  |  |
|  | 4. | Review of the of Revised 2013 Retail Annual Plan including BPS, Smart Grid related task forces, Registration Agent Task Force, and Information Requirements/Technical Subcommittees updates: - <http://www.naesb.org/misc/retail_2013_annual_plan_080213.docx> (Revisions expected after the Retail EC Meeting on August 21) | |
|  |  |  |  |
|  | 5. | **Review of membership levels** | |
|  |  |  | |
|  | 6. | **Possibility of certification for DSM-EE** | |
|  |  |  | |
|  | 7. | **Review of other board or leadership issues, including discussion on strategic session** | |
|  |  |  | |
|  | 8. | Old and New Business | |
|  |  |  | |
| 1:00 pm | 9. | Adjourn | |
|  |  |  | |
| *Attire – Business Casual – Refreshments served in the room* | | | |

| **NAESB WHOLESALE ELECTRIC QUADRANT LEADERSHIP MEETING**  **Four Seasons Hotel, 1300 Lamar, Houston, TX – Wednesday, September 4– 1:00 pm to 3:00 pm Central**  **DRAFT agenda** | | | |
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|  | # | Agenda Item | |
| 1:00 P | 1. | Welcome | |
|  |  | a) | Antitrust Guidelines <http://www.naesb.org/misc/antitrust_guidance.doc> (Guidance) |
|  |  | b) | Welcome to participants |
|  |  |  | |
|  | 2. | Agenda adoption: <http://www.naesb.org/pdf4/bd090513a.docx> (Agenda) | |
|  |  |  |  |
|  | 3. | **Review of membership levels** | |
|  |  |  | |
|  | 4. | Update on publication activities: <http://www.naesb.org/misc/weq_publication_schedule_ver3_1.doc> (Version 003.1) | |
|  |  |  | |
|  | 5. | **Possibility of certification for DSM-EE** | |
|  |  |  | |
|  | 6. | **Coordination with NERC on standards development for business practices complementary to reliability standards** | |
|  |  |  | |
|  | 7. | OASIS effort and possible impact resulting from July 18 NOPR: <http://www.naesb.org/pdf4/ferc_nopr_071813_weq_v003.docx> **(July 18, 2013 FERC NOPR)** | |
|  |  |  | |
|  | 8. | Parallel Flow Visualization and coordination with the IDC Association | |
|  |  |  | |
|  | 9. | **Activities planned and underway in the Electric Industry Registry** | |
|  |  |  | |
|  | 10. | **Updates on PKI and cybersecurity** | |
|  |  |  | |
|  | 11. | Discussion on Gas-Electric Harmonization Recent Regulatory Activities: <http://www.naesb.org/pdf4/ferc071813_nopr_geh.pdf> (July 18, 2013 FERC NOPR) | |
|  |  |  | |
|  | 12. | Review of the 2013 Annual Plan and updates on OASIS, BPS, SRS, Smart Grid related groups, and JESS Subcommittees efforts: <http://www.naesb.org/misc/weq_2013_annual_plan_080213.docx> (Revisions expected after WEQ EC meeting on August 20) | |
|  |  |  | |
|  | 13. | Review of other board or leadership issues, including discussion on strategic session | |
|  |  |  | |
|  | 14. | Old and New Business | |
|  |  |  | |
| 3:00 P |  | Adjourn | |
| *Attire – Business Casual – a working lunch served in the room at 12:30 pm* | | | |

| **NAESB WHOLESALE GAS QUADRANT LEADERSHIP MEETING**  **Four Seasons Hotel, 1300 Lamar, Houston, TX – Wednesday, September 4, 3:00 pm to 5:00 pm Central**  **DRAFT agenda** | | | |
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|  | # | Agenda Item | |
|  |  |  | |
| 3:00 pm | 1. | Welcome | |
|  |  | a) | Antitrust Guidelines <http://www.naesb.org/misc/antitrust_guidance.doc> (Guidance) |
|  |  | b) | Welcome to participants |
|  |  |  | |
|  | 2. | Agenda adoption: <http://www.naesb.org/pdf4/bd090513a.docx> (Agenda) | |
|  |  |  |  |
|  | 3. | **Review of membership levels** | |
|  |  |  | |
|  | 4. | Update on publication activities: <http://www.naesb.org/misc/wgq_publication_schedule_ver2_2.doc> (Publication Schedule) | |
|  |  |  | |
|  | 5. | Discussion on Gas-Electric Harmonization Recent Regulatory Activities: <http://www.naesb.org/pdf4/ferc071813_nopr_geh.pdf> (July 18, 2013 FERC NOPR) | |
|  |  |  | |
|  | 6. | Discussion on WGQ Standards Version 2.1 filing with FERC: <http://www.naesb.org/pdf4/corrected_ferc072313_wgq_version_2.1_filing.pdf> (Report) | |
|  |  |  | |
|  | 7. | Review of Revised 2013 WGQ Annual Plan and BPS, Information Requirements/Technical, Contracts and EDM Subcommittees efforts: <http://www.naesb.org/misc/wgq_2013_annual_plan_080213.docx> (Revisions expected after WGQ EC Meeting on August 22) | |
|  |  |  | |
|  | 8. | Review of other board or leadership issues, including discussion on strategic session | |
|  |  |  | |
|  | 9. | Old and New Business | |
|  |  |  | |
| 5:00 pm |  | Adjourn | |
|  |  |  |  |
| *Attire – Business Casual – Refreshments served in the room* | | | |