



North American Energy Standards Board

1100 Louisiana, Suite 3625, Houston, Texas 77002

Phone: (713) 356-0060, Fax: (713) 356-0067, E-mail: naesb@aol.com

Home Page: www.naesb.org

July 17, 2002

TO: NAESB Executive Committee and Interested Industry Participants
FROM: Jim Buccigross, NAESB Executive Committee Chairman
Rae McQuade, NAESB Executive Director
RE: Executive Committee Meeting Agenda - August 22-23, 2002

**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETING
Hosted by El Paso Western Pipelines at the Antlers Adams Mark Hotel in Colorado
Springs, Colorado**

Thursday, August 22, 2002 - 8:30 a.m. to 4:00 p.m. MT

Friday, August 23, 2002 - 8:00 a.m. to 2:00 p.m.

MEETING ANNOUNCEMENT & AGENDA

As announced at the Executive Committee meeting on June 13, the Executive Committee (EC) will meet in the Antlers Adams Mark Hotel in Colorado Springs on August 22 and 23, hosted by El Paso Western Pipelines and coordinated by Mr. Bill Griffith. Below are the meeting arrangements:

WHERE: Antlers Adams Mark Hotel
4 South Cascade
Colorado Springs, CO
Phone: 719-473-5600, fax: 719-444-0417

WHEN: Thursday, August 22, 2002 -- 8:30 a.m. to 4:00 p.m. MT
Friday, August 23, 2002 -- 8:00 a.m. to 2:00 p.m. MT

The materials for the meeting will be emailed to the participants and posted on the web site. 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. **Please confirm your attendance to the NAESB office (713-356-0060, naesb@aol.com) by August 19, to ensure adequate meeting planning.**

The meeting is open to any interested party. As always, the chair reserves the right to extend the time of the meeting to ensure that agenda items are addressed. The times indicated on the agenda will be followed to ensure that agenda items are allotted appropriate time slots. Should an agenda item conclude earlier than its stated time slot, the remaining time can be allotted to other agenda items at the discretion of the chair.

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

Best Regards,
Rae McQuade



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NAESB EXECUTIVE COMMITTEE MEETING - AUGUST 22-23, 2002
Hosted by El Paso Western Pipelines at the Antlers Adams Mark Hotel in Colorado Springs, Colorado

DRAFT AGENDA

Thursday, August 22, 8:30 a.m. to 4:00 p.m. MT

- 8:30 a.m. 1. Welcome
- Antitrust Guidelines
 - Welcome to members and attendees
 - Introduction and Roll Call
- 8:45 a.m. 2. Wholesale Gas Quadrant Draft Agenda & Draft Minutes of Prior Meeting
- Adoption of WGQ Agenda
 - Adoption of Draft Minutes of June 13, 2002
- 9:00 a.m. 3. Discussion and Vote on New Requests if they are received prior to the meeting
- 9:30 a.m. 4. Discussion and Vote on Proposed Standards for the WGQ
- R02002 -- Partial Day Recalls and Order 587-N
- Noon LUNCH
- 1:00 p.m. 4. Continued discussion and vote on R02002 after lunch
- 1:30 p.m. 5. Update on 2002 WGQ Annual Plan & Subcommittee Reports
- Business Practices Subcommittee
 - Normal Business
 - Order 587 Actions
 - Contracts Subcommittee
 - Funds Transfer Agent Agreement
 - Credit Annex
 - EDM Subcommittee
 - Normal Business
 - Future Technology Task Force Activities
 - XML Activities
 - Information Requirements Subcommittee
 - Normal Business
 - Order 637 Open Issues
 - Technical and ANSI X12 Subcommittees
 - Normal Business
 - Order 637 Open Issues
 - Publication Process Review Task Force
 - Meeting Coordination Task Force
- 2:30 p.m. 6. 2002 WGQ Annual Plan Review
- 3:00 p.m. 7. Other Business
- 4:00 p.m. 8. Adjourn



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DRAFT AGENDA

Friday August 23, 8:00 a.m. to 2:00 p.m. MT

- | | | |
|------------|----|---|
| 8:00 a.m. | 1. | Welcome <ul style="list-style-type: none">• Antitrust Guidelines• Welcome to members and attendees• Introduction and Roll Call |
| 8:15 a.m. | 2. | Retail Electric Quadrant Draft Agenda & Draft Minutes of Prior Meeting <ul style="list-style-type: none">• Adoption of REQ Agenda• Adoption of Draft Minutes of June 13, 2002 |
| 8:30 a.m. | 3. | Update on 2002-2003 REQ Annual Plan & Subcommittee Reports <ul style="list-style-type: none">• Review of plan for any changes• Technical Electronic Implementation Subcommittee• Supplier Utility Interface Subcommittee• Customer Procedures Subcommittee• Publication Process Review Task Force• Meeting Coordination Task Force |
| 11:00 a.m. | 4. | Establishment of REQ Task Forces and Subcommittees <ul style="list-style-type: none">• Review and Possible Vote of Subcommittee Charters• September Kickoff Meeting |
| 11:45 a.m. | 5. | Updates <ul style="list-style-type: none">• Status of changes to NAESB Website• Status and expected timing for formation of RGQ and WEQ• Plans for NAESB Annual Meeting |
| Noon | | LUNCH |
| 1:00 p.m. | 6. | Other Business <ul style="list-style-type: none">• Election of REQ vice-chair |
| 2:00 p.m. | 7. | Adjourn |



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HOTELS, MAP AND OTHER LOCATION INFORMATION

Antlers Adams Mark Hotel	4 South Cascade, Colorado Springs, CO phone: 719-473-5600, fax: 719-444-0417 Downtown; Closest to El Paso's Offices, about 2 blocks
Wyndham Hotel	5580 Tech Center Drive, Colorado Springs, CO phone: 719-260-1800, fax: 719-260-1492 Note: about 6 miles north of downtown
Residence Inn	2765 Geyser Drive, Colorado Springs, CO phone: 719-576-0101, fax: 719-576-4848 Note: about 3.5 miles south of downtown
Courtyard by Marriott	2570 Tenderfoot Hill, Colorado Springs, CO phone: 719-226-5006, fax: 719-226-5007 Note: about 3 miles south of downtown
Colorado Springs Doubletree Hotel	1775 E. Cheyenne Mountain Blvd., Colorado Springs, CO phone: 719-576-8900, fax: 719-576-4450 Note: about 3 miles south of downtown
Sheraton Colorado Springs Hotel	2886 South Circle Drive, Colorado Springs, CO phone: 719-576-5900, fax: 719-576-7695 Note: about 3 miles south of downtown
Broadmoor Hotel	1 Lake Avenue, Colorado Springs, CO phone: 1-800-634-7711, fax: 719-577-5000 Note: When leaving the airport by car, take Drennan Road to Hancock Expressway, turn right onto Hancock Expressway to South Circle Drive, Circle Drive becomes Lake Avenue and terminates at the entrance to The Broadmoor.



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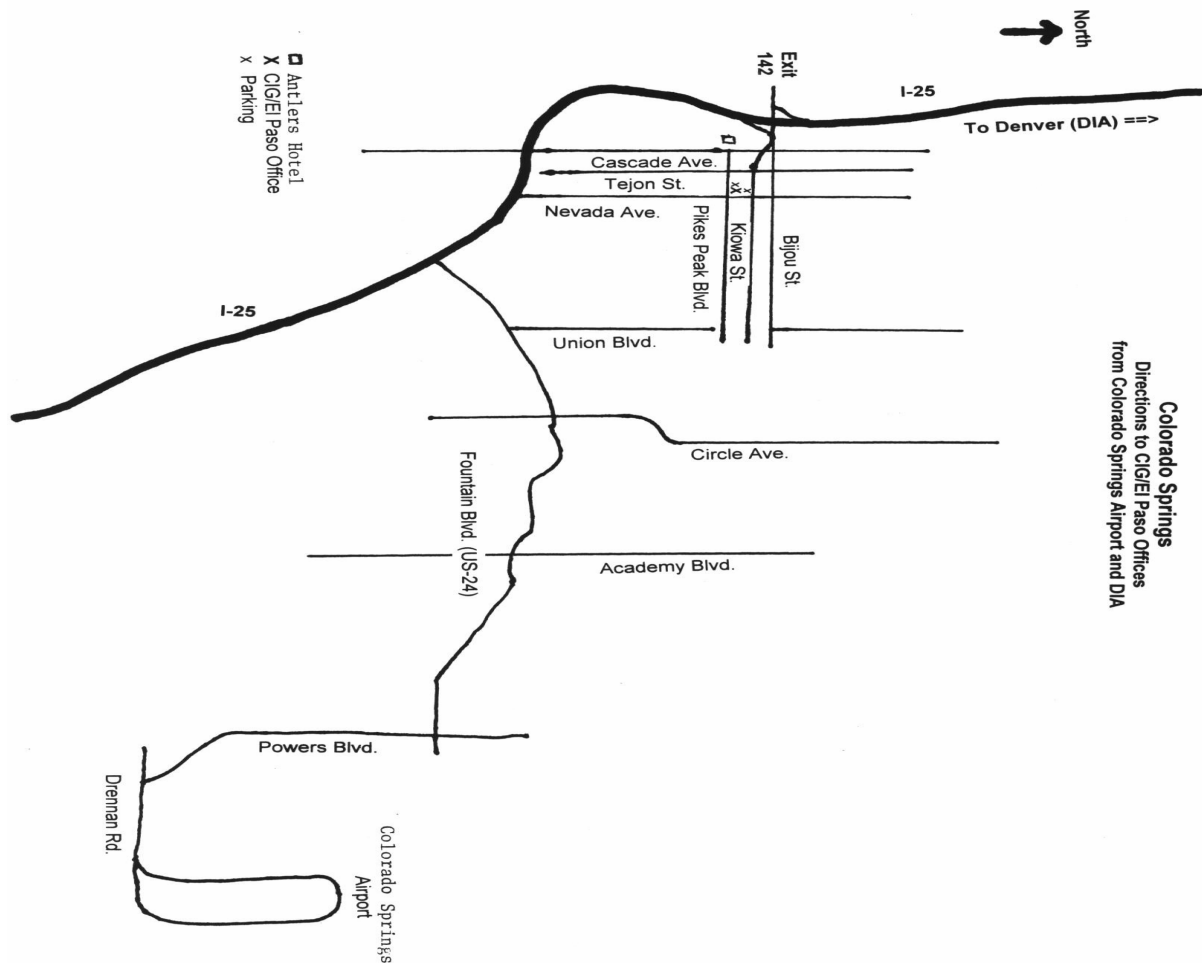
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HOTELS, MAP AND OTHER LOCATION INFORMATION

Map to the Antlers Hotel:





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Transportation For Colorado Springs:

A Towne Car Transportation	(719) 661-8556
Airport Alternative Ground Transportation	(719) 597-4682
Ramblin' Express	(719) 590-8687, (800) 772-6254
Express Airport Taxi	(719) 634-3111
Yellow Cab	(719) 634-5000

Transportation For Denver:

Absolutely Divine Limousine	(303) 457-3339
Colorado Express Airport Shuttle	(303) 591-6122
Front Range Express	(303) 668-7820
Ramblin' Express	(800) 772-6254
Yellow Cab of Denver	(303) 777-7777



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The Technical and Information Requirements meetings will be in El Paso's office building. The EC meeting will be at the Antlers Hotel. El Paso's offices are located in downtown Colorado Springs at 2 North Nevada Avenue. The Antlers Adams Mark Hotel is in downtown Colorado Springs at 4 South Cascade Avenue.

FROM COLORADO SPRINGS AIRPORT

As you exit the airport, you will be starting on Drennan Road. At Powers Blvd. turn right (north), then go about 2 miles to Fountain Blvd. or US-24 and take a left (west). Stay on the 4-lane US-24 by-pass and go about 3 to 4 miles to I-25. Take I-25 north to Exit 142 (Bijou St.).

FROM DENVER INTERNATIONAL AIRPORT

You will be starting on Pena Blvd. and can only go West. Take I-70 West and stay in the right lane. In about a mile you will go south on I-225. This will take you to I-25 and go south again. It is about 60 miles to Colorado Springs and our offices. Once in Colorado Springs take exit 142 east, which is the Bijou St. exit.

FROM EXIT 142

Bijou St. curves to the right and becomes Kiowa Street.

To El Paso Offices: Stay on Kiowa going east past Cascade Ave. and Tejon St. In the next block, there is a parking garage on the right (see below). The next intersection past the garage is Nevada Ave. Turn right (south). CIG/El Paso is on the right at the corner of Nevada and Pikes Peak (the UMB Building / Colorado Square Bldg.). Turn right (west) on Pikes Peak for another outdoor parking lot on the right.

To Antlers Adams Mark Hotel: Turn right from Kiowa on to Cascade Avenue. Go south 2 blocks. The hotel's main entrance is on the right (across from Pikes Peak Avenue.)

PARKING

The parking garage on Kiowa Street is 6 floors. The first two floors are usually taken by reserved parking. Bridge access to the CIG/El Paso offices is available on the second floor, or you can take the elevator to the ground floor and walk south down Nevada one block. Parking is \$4.50 a day. The outdoor lot on Pikes Peak is \$6.00 a day. Access to the offices is available across the sidewalk on the west side of the building.

Parking is also available below the Antlers Hotel.

OFFICE ACCESS

Come into the UMB / Colorado Square Building and check in with the Security Guards. They will have you sign in and give you a visitor badge. You will need to wear this at all times while in the building. If you leave the building and are planning to come back on the same day, you will need to save your badge. At the end of the day you will need to turn in the badge to the Security Guards.