



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

TO: Retail Electric Quadrant Interested Parties
Posting for Interested Industry Participants

FROM: Carol Busto, Dominion Virginia Power

RE: Meeting Notes for Retail Electric Quadrant Planning Conference Call - May 8, 2002

DATE: May 8, 2002

**NORTH AMERICAN ENERGY STANDARDS BOARD
RETAIL ELECTRIC QUADRANT
CONFERENCE CALL**

**Wednesday, May 8, 2002 1:00 p.m. – 2:00 p.m. (EDT)
MEETING MINUTES**

1. Welcome

➤ **Antitrust Guidelines**

Antitrust guidelines were reviewed and attendees were cautioned to avoid anti-competitive behaviors.

➤ **Welcome to members and attendees**

Call participants were welcomed to the meeting.

➤ **Adoption of Agenda**

No agenda items were added to the agenda sent out prior to the call.

➤ **Adoption of Minutes of May 1, 2002 meeting**

No changes were identified to the draft meeting minutes and the minutes were accepted.

2. Annual Plan

➤ **Update from Annual Plan Sub-Committee**

Since we were unable to coordinate our activities with the RGQ survey distributed last Friday we will now work independently from the RGQ as we move forward.

The Annual Plan Sub-Committee has re-examined the items in the Annual Plan. They have made the following changes: (1)changed completion dates for most of the items; (2)removed the meter validating, editing, and estimating issues (VEE) formerly included with the Billing & Payment issues and established them as a new Item 10; (3)revised the names of the sub-committees to be the Supplier-Utility Interface Subcommittee and the Customer Processes Subcommittee. No one on the call objected to any of these changes.



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David Koogler suggested it might be helpful to list the items in chronological order by completion date and Jeff Anthony responded that was the intention for the final draft document.

The subcommittee would like to forward the Annual Plan to the NAESB office by this Friday.

Tom Ringenbach asked whether it was a conscious decision to separate the Retail Meter Data issue to the new item 10 - Retail Meter Data Validation, Editing & Estimating. David Koogler responded affirmatively that the subcommittee thought that Billing & Payments would be a significant issue to tackle without including Meter VEE issues. Additionally, this item would not encompass any issues related to competitive metering.

Yvette Camp asked how we would know about any comments that NARUC and others might make on the Annual Plan. Joanne Garcia stated that comments are normally posted on the NAESB website when they come in. Occasionally NAESB will email comments to anyone on the distribution list. Joanne Garcia stated that persons interested in being on the distribution list should send an email to: NAESB@aol.com and request to be added to the list.

Eric Cody asked if we could send the updated Annual Plan to the RGQ. He suggested that the more the two plans are in sync, the easier it will be to address issues down the line. Misty Khan & Steve Zavodnick have been in touch with the RGQ all along. Steve Zavodnick said that when RGQ gets comments back on their survey, that it is our intent for the RGQ and the REQ to discuss the results of their survey and the content of the two Plans. Zavodnick noted that all the combination utilities have representatives on both the RQG and REQ.

Jim Minneman asked that the Annual Plan subcommittee develop a cover letter to go with the Annual Plan when it is sent out. We also need to contact David Eichenlaub to get the information routed to the selected contact persons that were identified in earlier conference calls.

Jim Minneman thanked Misty Khan and her subcommittee members for their work on the Annual Plan.

3. Recruitment Status

The Subcommittee will be sending out the draft of the discussion document which describes NAESB for potential new members. Task force members will be assigned organizations to call based upon the GISB list provided. They will be following up this week to see if they can get additional members to join. Focus will be on the End User Segment to get new members so that they will have enough members to seat Board/EC members. The overall goal is simply to increase membership in all Segments.



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4. Segment Elections

There are enough members to hold the elections, however the End User Segment may be short of members to elect to the Board/EC. The Recruitment Subcommittee still needs to focus on this segment.

The Member call for participation went out to four End User's last week to solicit them to run for the Board/EC. They will follow up with a phone call next week.

All the candidate information sheets were forwarded to NAESB last week.

The request form and announcement for nominations was sent out from NAESB today. May 21st - June 5th is the time frame for conducting the nominations and elections. The election period will close on June 5th. Whoever gets elected to the EC will be asked to attend the Executive Committee meeting on June 13th in Seattle. Members elected to the Board should attend the Board Meeting on June 28th in Seattle. There are enough candidates in all Segments except the End User Segment. The official candidate biographies will be sent out with the Ballots.

6. Other Business

Jim Minneman got an email from Bob Rosenthal with the PA PUC suggested Supplier Licensing should be split into two issues. The group agreed to include this as an early comment from a regulator that would be considered when others are received.

Jeff Anthony wanted to know if we would hear anything about Segment Procedures before the Board meets. They will likely be addressed at the end of June.

Yvette Camp wanted to know if other Segments are having individual conference calls. No one was aware of any. Joanne Garcia stated that the NAESB office should be aware of any other conference calls and they have not been notified of any.

7. Adjourn

The meeting adjourned at 1:48 PM EDT.

8. Attendance

Name	Company
Jeff Anthony	Wisconsin Electric - Wisconsin Gas



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Cade Burks	EC Power Systems
Andy Burnham	Consumers Energy
Carol Busto	Dominion Virginia Power
Craig Butress	Southern Company
Yvette Camp	Southern Company
Steve Caver	Alabama Power Company
Eric Cody	National Grid USA
Dorman Davis	Mississippi Power Company
Richard Dodd	Mississippi Power Company
Joann Garcia	NAESB
Misty Khan	Telerox
David Koogler	Dominion Virginia Power
Jean Mason	Ameren Services Company
Wayne Mastin	SCT Global Energy and Utilities Solutions
Terry Moran	Public Service Electric & Gas Company
Jim Minneman	PPL Solutions
Stacey Park	The Structure Group
Judy Ray	Alabama Power
Tom Ringenbach	American Electric Power Company
George Roberts	Schlumberger SMEA
Tony Rogers	Southern Company
Chip Tenorio	Exelon Energy Delivery
Marc Yacker	ELCON
Steve Zavodnick	Baltimore Gas & Electric Company