



North American Energy Standards Board

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TO: NAESB Retail Electric Quadrant Executive Committee, Posting for Interested Industry Participants
FROM: Meghan McMillan, NAESB Staff
RE: Final Minutes from the NAESB Retail Electric Quadrant Executive Committee Conference Call – July 24, 2002
DATE: July 29, 2002

**North American Energy Standards Board
Retail Electric Quadrant Executive Committee
Conference Call
Wednesday, July 24, 2002
Final Minutes**

1. Administrative

Ms. Kiselewich led the call for Mr. Minneman, and gave the antitrust guidelines. Mr. Moran moved to adopt the agenda. The agenda was adopted as written. Ms. Hess suggested changes to the July 10, 2002 minutes and moved to adopt the minutes as modified. The July 10, 2002 minutes were adopted as modified.

2. NAESB Website Changes

Ms. Camp is working with the NAESB office on website changes. Ms. Kiselewich suggested a link to click on to get governance documents as well as having final documents separate from draft documents. Ms. Mason suggested categorizing the bullets at the top of each quadrant page. Ms. Camp would like all comments on changes to the web site by Friday, July 19, 2002.

3. Update from Subcommittees:

Customer Processes Subcommittee

Ms. Lokey stated she did not schedule a subcommittee meeting pending the decision on the kick-off meeting in September. She asked if it was still the REQ's intention to have this meeting. Ms. Broadrick responded it had been decided to organize a large kick-off meeting in September and asked who was leading the set-up of this meeting. Mr. Brooks said it was his understanding there was an offer from Eric Cody for a site to host the meeting. Mr. Cody stated he could probably work something out for the kick-off meeting.

Technical Electronic Implementation Subcommittee

Mr. Brooks stated he was looking for people to chair the subcommittee. Offers to volunteer were welcomed.

Supplier-Utility Interface Subcommittee

Ms. Broadrick informed the group she was waiting to hear about the kick-off meeting in September. She has heard from individuals interested in participating in the Supplier-Utility Interface Subcommittee. Ms. Kiselewich asked if the interim chairs of these subcommittees would like to hear from those who are interested in participating. She suggested that interested individuals send an e-mail to the interim chairs of the subcommittees. Ms. Broadrick asked if there was a list of easily accessible email addresses. Ms. Kiselewich volunteered to check.



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4. REQ Guidelines

Ms. Kiselewich informed the group the draft was the most current version of the document. She encouraged interested parties to send in comments as soon as possible and suggested a deadline of one week from July 24. It was agreed to set the deadline for comments on Draft D as July 31. Ms. Kiselewich informed the group the date on Draft D was July 17, 2002.

5. REQ Membership Update

Ms. Park, who was scheduled to give this update, was not on the phone.

6. Other Business

Mr. Newbold suggested developing an email list for participants of these calls. Ms. Kiselewich asked if someone wanted to volunteer to build the list. Ms. Lokey volunteered to facilitate this and gave her email address as: felecia.lokey@txu.com. She suggested they also send their telephone and fax numbers. Ms. Edwards asked if this list would be just executive committee members or people serving on subcommittees. Ms. Kiselewich stated this list will help facilitate communication for matters related to the REQ EC and related subcommittees. It was suggested that someone talk to NAESB about a list with REQ members only. It was also suggested that the email addresses be inserted in the minutes. Ms. Alexander expressed concerns about having this sort of list because official announcements need to go through NAESB. It was decided that this list would be strictly for reference, not for official announcements. Ms. Kiselewich volunteered to talk with NAESB about the list and give Ms. Lokey a call. No further business was discussed. The next meeting is scheduled for August 7, 2002.

7. Adjourn

The meeting adjourned on July 24, 2002 at 12:40p.m. CST.



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Attendees

Barbara Alexander	Main OPA
William Bourbonnais	Wisconsin Public Services Corporation
Cherie Broadrick	ERCOT
Dick Brooks	Systrends, Inc.
Cade Burks	EC Power
Yvette Camp	Southern Company
Eric Cody	National Grid USA
Richard Dodd	Mississippi Power
Mary Edwards	Dominion Virginia Power
Michael Garrett	Mississippi Power
Theresa Hess	Reliant Energy Retail Services
Patrick Eymon	Ameren
Mark Jerrett	Southern Company Services
Misty Khan	Teleryx
Tom Kilgore	Gulf Power Co.
Ruth Kiselewich	Baltimore Gas & Electric Company
Ed Kist	Public Service Company New Mexico
Steve LaFond	Boeing
Felicia Lokey	TXU Energy Retail
Jean Mason	Ameren
Wayne Mastin	SCT Global Energy and Utility Solutions
Meghan McMillan	NAESB
Terry Moran	Public Service Electric & Gas
Les Nishida	Wisconsin Public Service Corp.
Bill Newbold	Detroit Edison
George Phillips	MidAmerican Energy
Judy Ray	Alabama Power Co.
Tom Ringenbach	American Electric Power
George Roberts	Schlumberger Sema North America
Bob Rosenthal	Pennsylvania Public Utility Commission
Ilze Rukis	Wisconsin Public Service
Marsha Ryan	AEP Energy Delivery
Heidi Schrab	Green Mountain Energy Co.
Eric Wilen	New York State Electric & Gas Corp.