



## North American Energy Standards Board

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Home Page: www.naesb.org

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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 – September 4, 2002  
**DATE:** September 11, 2002

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**NAESB Retail Electric Quadrant Executive Committee  
Conference Call  
September 4, 2002  
Final Minutes**

### 1. Administrative

Mr. Minneman welcomed participants and gave the antitrust guidelines. Ms. Kiselewich suggested adding an update on registration for the subcommittee kickoff meeting. This item was added under Subcommittee Kick-off Meeting Plans. Mr. Minneman added discussion of EC elections to fill the current vacancies on the REQ EC. The agenda was adopted as modified. Ms. Hess suggested corrections for the August 7, 2002 draft minutes. The minutes were adopted as amended.

### 2. Update on 8/23 REQ EC meeting in Colorado Springs

Mr. Minneman gave the update from the meeting on the EC meeting held on August 23. He reminded participants that information on the annual meeting is posted on the NAESB website. Ms. Hess added that the nominations for the supplier vacancy election have been taken and the election is taking place this month. Mr. Minneman announced that Ruth Kiselewich was elected unanimously to serve as vice chair for the REQ EC.

### 3. Subcommittees Kick-off Meeting Plans

Mr. Minneman informed participants that the agenda and information concerning the Kick-off Meeting is posted on the NAESB website. Ms. Kiselewich updated the group on the registration count for that meeting (11 in person and 1 over the phone). Ms. Alexander suggested sending out a reminder to register with the NAESB office. The preparation of meeting materials including the UBP documents was discussed. Mr. Brooks suggested a minor correction to the agenda for the kick-off meeting, and it was decided to correct this at the meeting. An update was given on the status of coordination between the technical committees across quadrants. Mr. Brooks referred interested parties to several documents that could be reviewed before attending his subcommittee meeting.

### 4. Approval of Subcommittee Charters

Mr. Minneman informed participants that the subcommittee chairs have submitted drafts of the charters. They are posted on the NAESB website under the kick-off meeting. The only comments received were the ones that Ms. Alexander submitted. Ms. Alexander reviewed her comments. Changes were suggested to the charter drafts. It was suggested that the redlined versions of the charters be sent out and an e-mail vote be taken. It was decided to send out a redlined version of the drafts by the end of the week (close of business Friday) and give the EC members until the close of business Monday to vote. The redlined drafts will be sent to Mr. Minneman for distribution.

### 5. Discussion on Common Glossary

At Mr. Minneman's suggestion, it was agreed to defer this discussion until the kickoff meeting.



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### **6. REQ List server**

Mr. Brooks informed participants that the list server is established and ready to go pending approval from NAESB following review of the NAESB privacy policy.

### **7. NAESB Website Changes**

Ms. Camp gave the update on the website changes. NAESB has passed the suggestions on to the webmaster. They would like to get suggestions from the WGQ and WEQ as well. Some changes should be made by the annual meeting. The REQ's initial priority is to establish easy access to procedures and other documents, such as the Annual Plan, that have been approved by the Board and EC.

### **8. Other Business**

Mr. Minneman spoke to individuals who would be interested in filling the vacancy in the services segment on the EC. His suggestion is to have an election to fill this position. He would like to solicit candidates at the end of September and hold the election at the beginning of October. He reminded participants that the REQ is also looking for new end users to join and fill the vacancies in that segment.

### **9. Adjourn**

The meeting adjourned on September 4, 2002 at 1:37pm CDT.



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### 10. Executive Committee Attendance

	Present
<b>Distributors:</b>	
Ruth Kiselewich	Y
Terry Moran	Y
William Newbold	N
Jeff Anthony	N
<b>End Users:</b>	
Dr. John Anderson	N
Steve LaFond	Y
Barbara Alexander	Y
vacancy	
<b>Services:</b>	
Jim Minneman	Y
Dick Brooks	Y
Rob Connell	Y
vacancy	
<b>Suppliers:</b>	
Lelicia Lokey	Y
Johnathan Kubler	N
Heidi Schrab	N
vacancy	
<b>Alternates Attending</b>	
<b>Distribution:</b>	
Gwen Beadles	Y
<b>Suppliers:</b>	
Theresa Hess	Y

### 11. Other Participation

Name	Company
Cherie Broadrick	ERCOT
Joann Burrell	First Energy
Yvette Camp	Southern Company
Eric Cody	National Grid USA
Richard Dodd	Mississippi Power
Lewis Evan	PMO Link
Patrick Eynon	Ameren
Walt Fenoglio	TXU
Randy Huffer	Dominion Virginia Power
Jeff Ingol	PMO Link
Mark Jerrett	Southern Company Services
Rod Kerver	Consumers Energy
Tom Kilgore	Gulf Power Co.
Ed Kist	Public Service Company New Mexico
Jean Mason	Ameren
Wayne Mastin	SCT Global Energy and Utility Solutions
Meghan McMillan	NAESB



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Rich Muzikar  
Rick Alsten  
Judy Ray  
Tom Ringenbach  
Ilze Rukis  
Chip Tenorio  
Ken Thiry  
Eric Wilen

Consolidated Edison Company of New York  
Old Dominion Electric Cooperative  
Alabama Power Co.  
American Electric Power  
Wisconsin Public Service  
Exelon Energy Delivery  
Wisconsin Public Service  
New York State Electric & Gas Corp.