Via email and posting

November 15, 2017

**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 of NAESB Board of Directors Meeting – December 14, 2017

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 fourth quarter 2017 board meeting to be held on December 14 in Houston, Texas at the Marriott Marquis 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 the last board meeting of 2017, during which we will review the financials, along with the progress made towards the 2017 plans, and updates from our committees, along with approvals for our 2018 budget and 2018 annual plans.

The specifics of the board meeting and related meetings are:

Events: Board of Directors Dinner, Board of Directors Meeting, and related NAESB meetings

Where: Marriott Marquis Downtown Hotel, 1777 Walker Street, Houston, Texas 77010, phone: 713-654-1777

When: December 13 Retail Markets Quadrant Leadership Meeting from 11:00 am to 1:00 pm C (lunch served in the meeting)

December 13 Wholesale Electric Quadrant Leadership Meeting from 1:00 pm to 3:00 pm C

December 13 Wholesale Gas Quadrant Leadership Meeting from 3:00 pm to 5:00 pm C

December 13 Board Reception and Dinner - 5:30 pm reception and 7:00 pm dinner seating (held at the Marriott Marquis)

 December 14 Board of Directors Meeting from 9:00 am to 1:00 pm C, (a buffet lunch will be served during the meeting)

As we complete 2017 and prepare the way to start 2018, we are fortunate to have Norman Bay as our dinner speaker on December 13 and Marc Spitzer as our speaker during the board meeting on December 14. They will give their perspectives and insights on the energy markets, and need little introduction to anyone that works in the energy industry. To have such strong individuals -- who have committed significant portions of their careers to public service -- give us a glimpse into their expectations of the future will be valuable in setting the stage for the board adoption of our plans for the upcoming year.

**The Board of Directors meeting agenda and meeting materials should be posted on our web site and forwarded by email to you shortly.** 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, naesb@naesb.org, 713-356-0060). Should you intend to stay at the Marriott Marquis[[1]](#footnote-1), where all of the meetings and events are held, please know that our room block cutoff date is November 22.

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. We look forward to your attendance at the leadership meetings and the dinner on December 13, followed by the board meeting on December 14. Please contact Veronica Thomason (vthomason@naesb.org, 713-356-0060) should you need additional information.

***Two buses will also be available on December 14 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.***

Best Regards,

**Speaker Biographies**

**Norman C. Bay**

*Partner & Head of the Energy Regulatory and Enforcement Group of Willkie Farr & Gallagher LLP*

Norman C. Bay is a partner and Head of the Energy Regulatory and Enforcement Group in Washington. Mr. Bay advises clients on a range of energy market regulation issues, including those relating to policy, rates, terms, and conditions of service, and mergers and acquisitions. He also focuses on enforcement and compliance and infrastructure development in the energy sector.

As a past Chairman of the Federal Energy Regulatory Commission (FERC), Mr. Bay has significant experience with all aspects of FERC’s jurisdiction over the U.S. wholesale natural gas and electricity markets, as well as energy infrastructure. As a former Director of Enforcement at FERC, he has a deep understanding of FERC’s enforcement jurisdiction and priorities, as well as the new anti-manipulation rules of the Commodities Futures Trading Commission (CFTC). Mr. Bay’s white collar defense practice includes handling parallel investigations involving FERC, the CFTC, and DOJ.

Mr. Bay can be found on Twitter at @NormanCBay, or at his offices located at 1875 K Street, N.W., Washington, DC 20006. More information can be found on <http://www.willkie.com/professionals/b/bay-norman>

**Marc L. Spitzer**

*Partner, Steptoe & Johnson LLP*

Marc L. Spitzer, a partner in Steptoe's Washington and Phoenix offices, is recognized for his deep knowledge and understanding of energy law, policy and regulation. Mr. Spitzer counsels and represents utilities and energy companies before the Federal Energy Regulatory Commission (FERC), at state utility commissions, Congress, federal agencies and state legislatures. Mr. Spitzer served as a FERC commissioner from July 2006 to December 2011. Mr. Spitzer issued thousands of opinions and orders while serving at FERC and participated in technical conferences, initiatives, proceedings and rulemakings on rates, enforcement, reliability cases, electric transmission policy, natural gas infrastructure, and oil pipeline matters.

Mr. Spitzer served six years on the Arizona Corporation Commission (ACC) and in 2002, he was elected by his colleagues as ACC chairman. As chairman of the ACC, he focused on policies that encouraged the expansion of natural gas infrastructure, specifically distribution and storage; creating a demand side management policy; enhancing the ACC’s renewables standard; and advancing consumer privacy concerns in telecommunications.

Mr. Spitzer served four terms in the Arizona State Senate, beginning in 1992. He served as chair of both the Judiciary and Finance Committees and was elected by his peers to the position of Senate majority leader in 1996.

Mr. Spitzer can be contacted at mspitzer@steptoe.com, or at his offices located at 1330 Connecticut Avenue N.W., Washington DC 20036. More information can be found on <https://www.steptoe.com/professionals-Marc_Spitzer.html>.

**Conference Calling and Web Conferencing Details**

**for the December 13-14, 2017 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.

|  |  |  |
| --- | --- | --- |
| Dec 13 | 11:00 am to 1:00 pm C | Retail Markets Quadrant Leadership Meeting (In person and Conference Call) |
|  | Marriott Marquis, 1777 Walker Street, Houston, Texas | * Call in number
* Access Code
* Security Code
 | 866-740-126035600635812 |
| Dec 13 | 1:00 pm to 3:00 pm C | Wholesale Electric Quadrant Leadership Meeting (In person and Conference Call) |
|  | Marriott Marquis, 1777 Walker Street, Houston, Texas | * Call in number
* Access Code
* Security Code
 | 866-740-126035600648724 |
| Dec 13 | 3:00 pm to 5:00 pm C | Wholesale Gas Quadrant Leadership Meeting (In person and Conference Call)  |
|  | Marriott Marquis, 1777 Walker Street, Houston, Texas | * Call in number
* Access Code
* Security Code
 | 866-740-126035600637318 |
| Dec 14 | 9:00 am to 1:00 pm C | Board Meeting (In person and Conference Call/Web Cast) |
|  | Marriott Marquis, 1777 Walker Street, Houston, Texas | * Call in number
* Access Code
* Security Code
 | 866-740-126071335606515 |

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.

1. The Marriott Marquis can be contacted through <https://www.naesb.org/pdf4/bd121417hotel.docx> or by phone - 877-622-3056. [↑](#footnote-ref-1)