**via email & posting for interested parties, June 16, 2014**

**TO:** NAESB Smart Grid Distribution List, NAESB RXQ Membership, RXQ EC and Alternates, Interested Industry Parties

**cc:** Board Certification Program Committee, Phil Precht, Dan Jones, Jim Minneman, Christine Wright, and Cade Burks

**FROM:** Caroline Trum, Staff Attorney

**RE:** Announcement and Agenda for NAESB REQ Data Privacy Task Force Conference Call – June 25, 2014

Dear All –

The REQ Data Privacy Task Force has scheduled a conference call to be held on Wednesday, June 25, 2014 from 2:30 PM – 4:30 PM Central. During the meeting, the task force will review and discuss the draft Data Privacy Specification document and could potentially vote on a recommendation for the specification. All participants are asked to review the draft specification prior to the meeting. If you have any proposed changes or modifications to the draft specification you would like the task force to consider, please submit a document containing the redlined changes to the NAESB office ([naesb@naesb.org](mailto:naesb@naesb.org)) prior to the end of business on Tuesday, June 24, 2014.

An agenda and details on the conference call are provided below:

| **Topic** | **Information/Requests** |
| --- | --- |
| Request: | * The Board Certification Program Committee is considering the development of a certification program to support the REQ.22 Model Business Practices. The request for a certification program was received from Big Data Energy Services. The request was discussed at the leadership meetings on April 2, 2014 and the NAESB Board of Directors meeting on April 3, 2014. * Materials for this group are posted on the NAESB web site (<http://naesb.org/data_privacy.asp>), and related to this effort, also on NAESB web site, are the materials for the Board Certification Program Committee, (<http://www.naesb.org/certification_program.asp>). * If you receive this email, and you are interested in joining the mailer to receive notices of meetings and availability of materials, please provide your name, company, email address and phone number to the NAESB office ([naesb@naesb.org](file:///C:\Users\Rae%20McQuade\Documents\naesb@naesb.org)) for the Data Privacy Task Force. |
| Charge of the task force: | * To consider the development of a detailed specification to support a certification program for the NAESB REQ.22 Model Business Practices. A recommendation from the task force will be considered by the Board Certification Program Committee to determine if a certification program is feasible. * The recommendation of the Board Certification Program Committee will be presented to the board for its approval, which will reference and include any specifications developed by the task force. |
| Pre-meeting Assignments | * Review the request from Big Data Energy Services: <http://www.naesb.org/misc/data_privacy_request_020614.pdf> * Review the draft specification: * Provide any comments to the NAESB office for posting and consideration ([naesb@naesb.org](mailto:naesb@naesb.org)) |
| Call-in & web cast information  June 25, 2014 from 2:30 PM – 4:30 PM Central | * Call-in information for attendance by phone: Conference number: 866-740-1260, Access code: 7133564, Security code: 6124 * Web cast: http:// [www.readytalk.com](http://www.readytalk.com), and use the same participant access code and security code above * Any interested party can attend. |
| Draft Agenda | 1. Administrative – Welcome, Antitrust Guidance, Introduction of Attendees, Adoption of Agenda 2. Review the draft specification and potentially vote on a recommendation 3. Determine next steps and assignments 4. Discuss subsequent NAESB Board Certification Program Committee conference call to address the program 5. Other Business 6. Adjourn |
| Meeting & Background Reference Materials | * Antitrust Guidance: <http://www.naesb.org/misc/antitrust_guidance.doc> * REQ.22 – Third Party Access to Smart Meter-based Information Model Business Practices (NAESB Data Privacy Standards): <http://naesb.org/member_login_check.asp?doc=retail_bk22_083013.pdf> * Draft Specification: <http://naesb.org/pdf4/data_privacy_062514w1.docx> |
| Status & Context of Work | * On April 3, 2014, the Board of Directors asked that the Board Certification Program Committee take under consideration the request from Big Data Energy Services and report back to the Board with a committee recommendation, and similarly asked that any work needed to support the program, such as specifications, be considered by the REQ Data Privacy Task Force. |