**via posting**

**TO:** NAESB Retail Markets Quadrant (RMQ) and Wholesale Electric Quadrant (WEQ) Business Practices Subcommittee (BPS) Participants and Interested Parties,

**FROM:** Caroline Trum, NAESB Deputy Director

**RE:** Final Minutes from Joint RMQ BPS and WEQ BPS Conference Call – August 16, 2021

**DATE:** August 30, 2021

**NORTH AMERICAN ENERGY STANDARDS BOARD**

**Joint RMQ/WEQ Business Practices Subcommittee**

**Conference Call with Webcasting**

**August 16, 2021 – 10:00 AM to 3:00 PM Central**

**FINAL MINUTES**

1. **Welcome**

Mr. Brooks welcomed the participants to the meeting. Ms. Trum provided the Antitrust and Other Meeting Policies reminder. The participants introduced themselves over the phone. Mr. Brooks reviewed the agenda. The agenda was adopted by consensus.

The participants reviewed the draft minutes from the August 3, 2021 meeting. Ms. Crockett moved, seconded by Ms. Sieg, to adopt the minutes as final. The motion passed a simple majority vote without opposition. The final minutes for the meeting can be viewed at the following link: <https://naesb.org//pdf4/weq_bps_rmq_bps080321fm.docx>.

1. **Continue to discuss 2021 RMQ Annual Plan Item 2.b/2021 WEQ Annual Plan Item 6.b.ii – Develop technical implementation business practice standards to support automation of the current REC creation, accounting and retirement processes for voluntary markets consistent with the Base Contract for Sale and Purchase of REC**

Mr. Brooks stated that for a recommendation to address 2021 WEQ Annual Plan Item 6.b.i/2021 RMQ Annual Plan Item 2.a is out for a thirty-day formal comment period ending on September 2, 2021. He stated that one set of formal comments had been submitted for the recommendation and asked the participants if the formal comments should be reviewed during the meeting. Ms. Crockett suggested that the participants postpone the review of any formal comments until a meeting after the close of the formal comment period. There was general agreement to proceed in this manner.

Mr. Brooks stated that for the meeting, Ms. Crockett had submitted several work papers. Ms. Crockett stated that she developed these work papers based on previous efforts by the WGQ Contracts Subcommittee to develop technical implementation to support an electronic version of the NAESB Base Contract for the Sale and Purchase of Natural Gas. Ms. Hogge stated that for this effort, the WGQ Contracts Subcommittee utilized EDI and built off the ANSI X12 protocols. Ms. Crockett stated that [WGQ Datasets for REC Application Work Paper](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps081621w1.docx) is color coded to aid in review. The green highlights represent data that is found in the paper NAESB REC Base Contract that has a counterpart to the work already completed by previous WGQ efforts. Ms. Crockett suggested that where possible, the subcommittees should leverage existing data elements. She stated that this would aid in implementation as there are likely a number of companies that use the NAESB Base Contract for the Sale and Purchase of Natural Gas who may also use the NAESB REC Base Contract. Mr. Brooks agreed.

The participants agreed to begin discussions by reviewing the data elements highlighted in green, which represents the information found in the NAESB REC Base Contract for which there is an existing data element that could be leveraged. Mr. Brooks suggested that for discussion purposes, it may be helpful to create a spreadsheet to number the data elements. Ms. Crockett took an action item to develop a spreadsheet. She noted that any numbering would likely need to be removed prior to a vote on a recommendation.

Ms. Crockett stated that as part of the information provided for each data element, there is a usage column. Ms. Hogge stated that the M designates a mandatory data element and the C identifies a business conditional data element. She stated that for business conditional data elements, the Condition/Reference column provides an explanation as to under what conditions the data element should be used. This column also provides information on any applicable code values for the data element. Ms. Hogge stated that code values are used to identify the pre-proscribed options that can be used if there is an option associated with a data element.

Ms. Sieg noted that the data elements do not appear in the same order as the sections they are pulled from in the paper NAESB REC Base Contract. Ms. Hogge stated that for each grouping, the data elements are listed in alphabetical order for ease of use. Ms. Aragon stated that it may be helpful to include this as a note in the standards.

As part of the review of the work paper, the participants agreed to add the relevant section number to that each header group was identified with its corresponding section number in the NAESB REC Base Contract. A new data element, Payment Date Description, was added. The work paper as revised during the meeting is available at the following link: <https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps081621a1.docx>

1. **Discuss Next Steps and Future Meetings**

Mr. Brooks stated that the next meeting of the subcommittees will be on August 31, 2021. He stated that the participants will continue to address the technical implementation during the meeting.

1. **Adjourn**

The meeting adjourned by consensus at 12:00 PM Central by consensus.

1. **Attendance**

|  |  |  |
| --- | --- | --- |
| **First Name** | **Last Name** | **Organization** |
| Adrian | Allen | BPA |
| Dawna | Aragon | TVA |
| Dick | Brooks | Reliable Energy Analytics |
| Valerie | Crockett | TVA |
| Rachel | Hogge | Eastern Gas Transmission & Storage, Inc. |
| Elizabeth | Mallett | NAESB |
| Catherine | Meiners | ERCOT |
| Raleigh | Mohr | SPP |
| Joshua | Phillips | SPP |
| Paul | Schmitt | Duke Energy |
| Lisa | Sieg | LG&E and KU Services Company |
| Caroline | Trum | NAESB |
| Karen | Utt | TVA |