**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:** Draft Minutes from Joint RMQ BPS and WEQ BPS Conference Call – September 7, 2021

**DATE:** September 9, 2021

**NORTH AMERICAN ENERGY STANDARDS BOARD**

**Joint RMQ/WEQ Business Practices Subcommittee**

**Conference Call with Webcasting**

**September 7, 2021 – 10:00 AM to 3:00 PM Central**

**DRAFT MINUTES**

1. **Welcome**

Ms. Do welcomed the participants to the meeting. Ms. Mallett provided the Antitrust and Other Meeting Policies reminder. The participants introduced themselves over the phone. Ms. Do reviewed the agenda. The agenda was adopted on a motion by Ms. Crockett, seconded by Ms. Sieg.

The participants reviewed the draft minutes from the August 31, 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_bps083121fm.docx>

The participants reviewed the draft minutes from the August 16, 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_bps081621fm.docx>

1. **Review Formal Comments Submitted for 2021 RMQ Annual Plan Item 2.a / 2021 WEQ Annual Plan Item 6.b.i**

Ms. Do stated that in response to the recommendation in support of 2021 RMQ Annual Plan Item 2.a/2021 WEQ Annual Plan Item 6.b.i, one set of formal comments had been submitted by [Cheniere](https://naesb.org/pdf4/weq_bps_rmq_bps090721w2.docx). As part of these comments, Cheniere proposed redlined changes to the [NAESB REC Base Contract](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps090721w3.doc) as well as the [FAQ Document](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps090721w4.doc). The participants reviewed the proposed changes made by the formal comments. Ms. Crockett noted that the changes are non-substantive in nature and mainly correct typographical errors or inconsistencies within the documents. There was general agreement among the participants to make modifications to the proposed contract and FAQ Document aligned with the proposal included in the formal comments submitted by Cheniere with the exception of correcting a reference in Section 1.1. This proposed modification was not needed due to changes made by the participants to Section 2.

Ms. Crockett stated that as discussed during the previous meeting, the participants should also modify Section 14.5 to include “Other” as a possible selection on the cover page. There was general agreement to make this modification.

Ms. Do asked if there were any other proposed modifications. None were offered. The participants agreed to review the proposed modifications to the proposed contract and FAQ Document and finalize any late formal comments of the subcommittee during the next meeting.

The proposed revisions to the NAESB REC Base Contract are available at the following link: <https://naesb.org//member_login_check.asp?doc=weq_bps_rmq_bps090721a3.doc>

The proposed revisions to the FAQ Document are available at the following link: <https://naesb.org//member_login_check.asp?doc=weq_bps_rmq_bps090721a4.doc>.

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**

Ms. Crockett stated that as a work paper for the meeting, she had submitted a [Status and Parking Lot for Technical Implementation](https://naesb.org/pdf4/weq_bps_rmq_bps090721w5.docx). She stated that the WGQ Contracts Subcommittee used a similar document in developing the technical implementation for the NAESB Base Contract for the Sale and Purchase of Natural Gas, and it was helpful to keep track of the various changes that had been made. There was general agreement to use the document.

Ms. Crockett stated that the first work paper she is working to create is referred to as Attachment C in the parking lot. She explained that the document is based on the standards language that accompanies the WGQ Contract Dataset. The participants reviewed the word version of the document. Ms. Trum stated that the subcommittees will likely need to reformat any language the subcommittees determine is applicable to the NAESB REC Base Contract so that it fits within the RMQ and WEQ standards construct. The participants made revisions to the document to note areas that would need to be updated if the contract is approved by the WEQ and RMQ Executive Committees.

The parking lot as revised during the meeting is available at the following link: <https://naesb.org//pdf4/weq_bps_rmq_bps090721a2.docx>

REC Attachment C as revised during the meeting is available at the following link: <https://naesb.org//member_login_check.asp?doc=weq_bps_rmq_bps090721a1.docx>

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

Ms. Do stated that the next meeting of the subcommittees is September 21, 2021. During the meeting, the participants will finalize any late formal comments from the subcommittee and continue discussions on the technical implementation.

1. **Adjourn**

The meeting adjourned by consensus at 11:51 AM Central by consensus.

1. **Attendance**

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| **First Name** | **Last Name** | **Organization** |
| Adrian | Allen | BPA |
| Dawna | Aragon | TVA |
| Valerie | Crockett | TVA |
| Mary | Do | Znalytics |
| Elizabeth | Mallett | NAESB |
| Lisa | Sieg | LG&E and KU Services Company |
| Caroline | Trum | NAESB |
| Karen | Utt | TVA |