**November 1, 2022**

**TO:** NAESB Wholesale Gas Quadrant (WGQ) Executive Committee and Interested Industry Participants

**FROM:** Elizabeth Mallett, NAESB Director of Wholesale and Retail Markets Quadrant

**RE:** WGQExecutive Committee Virtual Meeting Draft Minutes – October 20, 2022

**NORTH AMERICAN ENERGY STANDARDS BOARD**

**WHOLESALE GAS QUADRANT**

**EXECUTIVE COMMITTEE**

**Virtual Meeting**

**Thursday, October 20, 2022 – 9:00 AM to 12:00 PM Central**

**DRAFT MINUTES**

**1. Welcome**

Mr. Buccigross called the meeting to order and welcomed the Wholesale Gas Quadrant (WGQ) Executive Committee members, alternates, and other participants. Ms. Mallett read the [NAESB Antitrust and Other Meeting Policies](http://www.naesb.org/misc/antitrust_guidance.doc) and called the roll of the WGQ Executive Committee members and alternates. Quorum was established.

1. **Agenda**

Mr. Buccigross reviewed the consent agenda with the participants, including the meeting [agenda](https://www.naesb.org/pdf4/ec101822a.docx) and the March 30, 2022 WGQ Executive Committee [meeting minutes](https://www.naesb.org/pdf4/wgq_ec033122dm.docx). Ms. Van Pelt moved to adopt the consent agenda as final. Mr. Burden seconded the motion which passed a simple majority vote.

1. **Review and consider for vote the NO ACTION recommendation for 2022 WEQ Annual Plan Items 7.a.i and 7.a.iii, 2022 WGQ Annual Plan Items 5.a.i and 5.a.iii, and 2022 RMQ Annual Plan Items 3.a.i and 3.a.ii (Standards Request R21006) – Define a standard for the declaration of an impending extreme weather-related emergency operating condition by balancing authorities and natural gas pipelines consistent with other industry designations which could include the development and definition of what might constitute an impending extreme weather-related emergency operating condition; Define standards and communication protocols that support information sharing between critical parties during impending extreme weather-related emergency operating conditions**

Mr. McClusky stated that there were five joint WEQ, RMQ, and WGQ meetings held to discuss the request. During the April meeting, a [recommendation](https://www.naesb.org/pdf4/weq_2022_api_7ai_7aiii_wgq_2022_api_5ai_5aiii_rmq_2022_api_3ai_3aii_r21006_rec_042622.docx) for no action was approved. Mr. Spangler asked whether both quadrants had already approved the related no action recommendations. Mr. Booe stated that both quadrants had approved their assigned no action recommendations. Mr. Buccigross opened the floor for comments. None were offered.

Ms. Van Pelt moved to approve the recommendation as final. Mr. Burden seconded the motion which passed a simple majority vote. Mr. Lander voted in opposition.

1. **Review and consider for vote the NO ACTION recommendation for 2022 WGQ Annual Plan Item 5.a.ii/ Standards Request R21006 – Create standard designations of critical natural gas infrastructure facilities that are essential to the operations of critical electric infrastructure facilities during impending extreme weather-related emergency operating conditions consistent with other industry designations**

Mr. Buccigross explained that the no action [recommendation](https://www.naesb.org/pdf4/wgq_2022_api_5aii_R21006_rec_070622.docx) was related to the previous no action recommendation, and Mr. McCluskey stated that it was an individually assigned WGQ annual plan item. He noted that it was approved by the WGQ Business Practice Subcommittee (BPS) on June 30, 2022.

Ms. Van Pelt moved to adopt the no action recommendation. Mr. Burden seconded the motion. The motion passed a simple majority vote. Mr. Lander voted in opposition.

**5. Consideration and Possible Vote on Minor Corrections**

Ms. Hogge reviewed the [recommendation](https://naesb.org/pdf4/wgq_mc22005_rec.docx) for Minor Correction [MC22005](https://naesb.org/pdf4/wgq_mc22005.docx), submitted by Eastern Gas Transmission & Storage Inc. She stated that the recommendation corrects the EDI X12 Mapping Guidelines for the Transportation/Sales Invoice.

Ms. Hogge stated that Minor Correction [MC22009](https://naesb.org/member_login_check.asp?doc=wgq_mc22009.docx) was submitted by Eastern Gas Transmission & Storage Inc., and the [recommendation](https://naesb.org/member_login_check.asp?doc=wgq_mc22009_rec.docx) corrects a typo in the Condition for the “Maximum Tariff Rate” data element.

Ms. Hogge reviewed the [recommendation](https://www.naesb.org/pdf4/wgq_mc22010_rec.docx) for Minor Correction [MC22010](https://naesb.org/pdf4/wgq_mc22010.doc), submitted by WBI Energy Transmission, Inc. She stated that the recommendation adds three new code values for the data type Location Type Indicator to NAESB Standard No. 0.4.4 Location Data Download in Version 3.3. The three code values are End-User Industrial, End-User Residential, and Purchase and Sale.

Ms. Hogge explained that Minor Correction [MC22011](https://naesb.org/pdf4/wgq_mc22011.docx) was submitted by Kinder Morgan and the [recommendation](https://naesb.org/pdf4/wgq_mc22011_rec.docx) proposes to add two Code Value Definitions for Transaction Type to reflect Swing on Storage Injection and Swing on Storage Withdrawal in the NAESB WGQ Version 3.3, Shipper Imbalance (2.4.4), Allocations (2.4.3) and Transportation/Sales Invoice (3.4.1) datasets.

Ms. Hogge moved to adopt the recommendations as presented for MC22005, MC22009, MC22010, and MC22011. Mr. Lander seconded the motion which passed a simple majority vote without opposition.

**6. Subcommittee Updates**

Triage Subcommittee

Mr. Booe stated that, since the last WGQ Executive Committee meeting, there have been two Standards Requests submitted to NAESB – [R22002](https://naesb.org/pdf4/r22002.doc) was assigned to the WEQ, and R22001 was jointly assigned to the WEQ and RMQ. Standards Request [R22001](https://naesb.org/pdf4/r22001.doc) was submitted by Lawrence Berkley National Laboratory, Pacific Northwest National Laboratory, and the Department of Energy. The request asks NAESB to define a common list of grid services for electric market interactions. Mr. Booe explained that this standards development effort will be similar to other projects where the work is initiated in the wholesale quadrant and then moved into the RMQ.

Business Practices Subcommittee (BPS)

Mr. McCluskey stated that the WGQ BPS last met in April to vote out the no action recommendation for 2022 WGQ Annual Plan Items 5.a.i and 5.a.iii/R21006 and met again in June to vote out the no action recommendation for WGQ Annual Plan Item 5.a.ii/R21006.

Electronic Delivery Mechanisms (EDM) Subcommittee

Mr. Burden stated that the WGQ EDM Subcommittee has held a joint meeting with the WGQ Information Requirements and RMQ Business Practices Subcommittee to address the Minor Correction MC22006. He explained that the minor correction involves compiling the WGQ standards that relate to cybersecurity into a single book. The effort is anticipated to be completed before the next WGQ Executive Committee in March.

Information Requirements and Technical Subcommittees (IR/Tech)

Ms. Hogge stated that, since the last WGQ Executive Committee meeting, the IR/Tech has held three meetings to process four minor corrections. She explained that the members and nonmembers versions of the Matrix are posted on the WGQ Implementations page. Ms. Hogge stated that there is one outstanding Minor Correction in the WGQ, [MC22007](https://naesb.org/pdf4/wgq_mc22007.doc). The WGQ IR, WGQ EDM, and RMQ IR/TEIS are holding joint meetings, as the work performed on MC22007 is being used as a template for the RMQ completion of the parallel Minor Correction, [MC22006](https://naesb.org/pdf4/rmq_mc22006.doc).

Contracts Subcommittee

Mr. Sappenfield stated that the WGQ Contracts Subcommittee has continued the development of a Renewable Natural Gas (RNG) Addendum and a Certified Gas Addendum to the *NAESB Base Contract for Sale and Purchase of Natural Gas* (Base Contract). He explained that the RNG Addendum would most likely be voted out during the next meeting.

1. **Adoption of 2022 WGQ Annual Plan adopted by the Board of Directors on September 1, 2022**

Mr. Buccigross reviewed the [2022 WGQ Annual Plan](https://www.naesb.org/pdf4/wgq_ec102022w1.docx) as adopted by the Board of Directors on September 1, 2022 with [proposed revisions](https://www.naesb.org/pdf4/wgq_ec102022w1.docx). Mr. Burden stated that there are no changes on WGQ Annual Plan Item 1. Ms. Hogge stated that 2022 WGQ Annual Plan Item 2 is complete. Mr. Buccigross stated that 2022 WGQ Annual Plan Item 3 is the blockchain effort that has been jointly assigned to the WGQ BPS, WGQ EDM, and the WGQ Contracts Subcommittee and noted that item would be carried over to the 2023 WGQ Annual Plan. He asked for any proposed changes. Ms. Crockett stated that she had a meeting on Tuesday with the Department of Energy (DoE) and that they may expand the scope of their project, so the annual plan item will take a little longer. She suggested changing the completion date of 2022 WGQ Annual Plan Item 3 to the fourth quarter of 2023. Ms. Hogge asked whether the status should be changed to underway. Mr. Booe stated that the annual plan item is for the standards development that would support the implementation test. The status remained unchanged and the completion date for 2022 WGQ Annual Plan Item 3 was changed to the fourth quarter of 2023. Mr. Busch asked for more information on the connection between the DoE and 2022 WGQ Annual Plan Item 3. Ms. Crockett stated that Tennessee Valley Authority is working with the DoE to test the NAESB WGQ Standards developed for distributed ledger technologies. Mr. Sappenfield stated that 2023 WGQ Annual Plan Item 4 has a status of underway. Mr. Busch asked whether 2022 WGQ Annual Plan Item 6 would be completed in 2022. Mr. Sappenfield stated that the Certified Gas Addendum would be completed under that annual plan item this year.

Ms. Hogge moved to adopt the 2022 WGQ Annual Plan adopted by the Board of Directors on September 1, 2022 with the proposed revisions and as revised during the meeting. Mr. Spangler seconded the motion. Mr. Buccigross asked for any objections. The motion unanimously passed a simple majority vote.

The revised 2022 WGQ Annual Plan as modified during the meeting may be accessed at the following link: <https://naesb.org//pdf4/wgq_ec102022a14.docx>.

1. **Adoption of 2023 WGQ Annual Plan proposed to the Annual Plan Subcommittee**

Mr. Buccigross reviewed the [2023 WGQ Annual Plan](https://www.naesb.org/pdf4/wgq_ec102022w2.docx) as proposed to the Annual Plan Subcommittee. Mr. Burden stated that there were no changes to WGQ Annual Plan Item 1. Ms. Hogge stated the same for 2023 WGQ Annual Plan Item 2. Mr. Buccigross noted that there were no changes to 2022 WGQ Annual Plan Items 3 or 4. He suggested that Dick Brooks had been inadvertently left off of the leadership roster on Page 2 and proposed that it be reinstated. The name was added to the 2023 WGQ Annual Plan. Mr. Buccigross asked for any additional comments or questions.

Ms. Crockett moved to adopt the 2023 WGQ Annual Plan as proposed by the Annual Plan Subcommittee with the revisions made during the meeting. Ms. Hogge seconded the motion. The motion passed a simple majority vote without opposition.

The revised 2023 WGQ Annual Plan as modified during the meeting may be accessed at the following link: <https://naesb.org//pdf4/wgq_ec102022a16.docx>.

1. **Publication Schedule Review**

Mr. Booe provided a review of the [WEQ](https://www.naesb.org/misc/weq_publication_schedule_ver3_4.doc), [WGQ](https://www.naesb.org/misc/wgq_publication_schedule_ver3_3.doc), and [RMQ](https://www.naesb.org/misc/retail_publication_schedule_ver3_4.docx) publication schedules. He stated that the last NAESB WGQ Business Practices publication, Version 3.2, was released in August of 2020. NAESB has a goal, set through the NAESB Operating Practices, to publish every 18 to 24 months. He stated that, although we are in that timeline now, the Board Revenue Committee discussed pushing the publications for each quadrant to 2023. Since the publication of Version 3.2, there have been about fifteen minor corrections, five recommendations, and four no action recommendations to include in the next publication. He stated that the WGQ Contracts Subcommittee addendums and the compilation of the WGQ cybersecurity standards are set to be completed by the end of the next year and will ideally be included in the next version of standards.

1. **Board of Directors, Board Committee, and Regulatory Updates**

Mr. Booe reviewed the [Membership Report](https://www.naesb.org/misc/membership_report_093022.docx) with the participants. He stated that NAESB ended last year with 284 members and is now down to 278. Mr. Booe asked participants to contact the NAESB office if there are any changes which need to be made to membership contacts.

Mr. Booe noted that the last NAESB Board of Directors [meeting](https://naesb.org/pdf4/bd090122dm.docx) was held on September 1, 2022 and included the strategic session and meeting of the members. Pat Wood, Bob Gee, and members from the Advisory Council provided some comments and the discussion focused on the GEH Forum effort that was underway. The survey developed by the Board Strategic Committee was reviewed during the meeting and the Board Strategy Committee intends to meet again before the December Board of Directors meeting to finalize any recommendations that will be made as a result of the survey. Mr. Booe noted that the December Board of Directors meeting will be held virtually.

The Board Revenue Committee met in [August](https://naesb.org/pdf4/bd_revenue082222notes.docx) and reviewed revenue generation, the membership status, communication activities, and other standing agenda items. Mr. Booe stated that over the last year, there has been increased nonmember participation and the Board Revenue Committee has suggested a review of the NAESB nonmember participation policy in order to ensure that the policy is providing incentives for nonmembers to join NAESB.

The Board Digital Committee [met](https://www.naesb.org/pdf4/bd_digital040522notes.docx) in April to update some of the sections in the Board Digital Committee Report that was [adopted](https://naesb.org/pdf4/bd090320a4.docx) by the Board of Directors in 2020. The committee agreed to review the report once again before the end of the year to see whether any changes are necessary.

Mr. Booe stated that the GEH Forum has held two meetings on [August 30, 2022](https://naesb.org/pdf4/geh083022a.docx) and [September 23, 2022](https://naesb.org/pdf4/geh092322a.docx). During the August meeting, over 500 attendees joined the call. Federal Energy Regulatory Commission (FERC) Chairman Glick, and Jim Robb, the President of the North American Electric Reliability Corporation (NERC), provided remarks along with Greg White, the President of the National Association of Regulatory Utility Commissioners(NARUC).

1. **Other Business**

No other business was discussed.

1. **Adjourn**

The meeting adjourned at 9:59 AM Central on a motion by Ms. Hogge. The motion passed without opposition.

1. **Attendance & Voting Record**

| **Wholesale Gas Quadrant Executive Committee** | | **Attendance** |
| --- | --- | --- |
| **Producers Segment** | | |
| Chuck Cook | Manager - Regulatory Affairs, Chevron Natural Gas | Present |
| Jim Busch | Senior Regulatory Affairs Advisor, BP Energy Company | Present |
| Ben Schoene | Regulatory Specialist, Commercial Gas and Power, ConocoPhillips Company |  |
| **Pipeline Segment** |  |  |
| Kim Van Pelt | Manager of Regulatory Reporting and Compliance, Boardwalk Pipelines | Present |
| Tom Gwilliam | Commercial Regulations and Standards Manager, Iroquois Gas Transmission System | Present |
| Rachel A. Hogge | Manager – Pipeline Commercial Policy & Compliance, Eastern Gas Transmission & Storage, Inc. | Present |
| Mark Gracey | Director – Business Processes, System Compliance, Kinder Morgan Inc | Present |
| Christopher Burden | Specialist I Standards and Regulatory Compliance, Enbridge (U.S.) Inc. | Present |
| **Local Distribution Company (LDC) Segment** | | |
| Pete Connor for Matthew Agen | Assistant General Counsel, American Gas Association | Present |
| Craig Colombo | LDC Gas Supply Strategic Advisor, Dominion Energy Inc. |  |
| Andrew MacBride | Director, FERC Gas Markets Policy, National Grid |  |
| Ken Yagelski | Director Gas Supply, Southern Company Gas |  |
| Kathryn Ferreira | Manager of Energy Training and Systems – Gas Supply, New Jersey Natural Gas |  |
| **End Users Segment** | | |
| Willis E. McCluskey | Senior Fuel Supply Analyst, Salt River Project Agricultural Improvement & Power District | Present |
| Sarah Myrick | Gas Operations Manager, Southern Company Services, Inc |  |
| Brad Decker | Senior Advisor, Midcontinent Independent System Operator |  |
| Keith Sappenfield | Principal, Project Strategy, Sabine Pass Liquefaction, LLC | Present |
| Valerie Crockett | Senior Program Manager - Regulatory & Policy, Tennessee Valley Authority | Present |
| **Services Segment** | | |
| Leigh Spangler | Representative, Latitude Technologies, LLC, an ESG Company | Present |
| Jim Buccigross | Vice President – Energy Industry Practice, Group 8760 LLC | Present |
| Greg Lander | President, Skipping Stone, LLC | Present |
| Rakesh Agrawal | Executive Vice President, Blackstone Technology Group, Inc. |  |
| Lisa Simpkins | Director – Fuels Policy, Federal Regulatory Affairs, Exelon Generation Company, LLC | Present |

| **Other Attendees** | **Organization** |
| --- | --- |
| Matthew Agen | American Gas Association |
| Jonathan Booe | North American Energy Standards Board |
| Christopher Burden | Enbridge (U.S.) Inc. |
| Tom Gwilliam | Iroquois Gas Transmission System |
| Micki Hoffee | Northern Natural Gas |
| Nichole Lopez | Kinder Morgan Inc. |
| Elizabeth Mallett | North American Energy Standards Board |
| Steve McCord | TC Energy Corporation |
| Joshua Phillips | Southwest Power Pool |
| Debbie Santolin | Southern Company |
| Lisa Sieg | LG&E and KU Services Company |
| Caroline Trum | North American Energy Standards Board |
| Jill Vaughan | Court Reporter |
| Emily Wong | American Public Gas Association |
| Sheik Zulkader | California ISO |