TO: Retail Markets Quadrant (RMQ) Information Requirements and Technical Electronic Implementation Subcommittee (IR/TEIS) Participants, Wholesale Gas Quadrant (WGQ) Information Requirements Subcommittee (WGQ IR) Participants, WGQ Electronic Delivery Mechanisms Subcommittee (WGQ EDM), and Interested Industry Participants

FROM: Elizabeth Mallett, Director of Wholesale Gas and Retail Market Quadrants

RE: Joint WGQ IR Subcommittee, WGQ EDM Subcommittee, and RMQ IR/TEIS Final Meeting

Minutes – January 30, 2023

DATE: February 1, 2023

**Joint WGQ IR, WGQ EDM, and RMQ IR/TEIS Meeting**

**WHOLESALE GAS QUADRANT**

**Monday, January 30, 2023 from 2:00 to 4:00 PM Central**

**FINAL MINUTES**

**1. Welcome & Administrative Items**

Ms. Hogge opened the meeting and welcomed the participants. Ms. Mallett provided the [Antitrust Guidelines](http://www.naesb.org/misc/antitrust_guidance.doc) reminder and conducted the introductions. Mr. Watson moved to adopt the draft agenda as final. Ms. Lopez seconded the motion, which passed without opposition.

The subcommittees reviewed the January 10, 2023 revised draft meeting minutes as redlined by Ms. Hogge. Mr. McCord, seconded by Ms. Lopez, moved to adopt the draft minutes as final.

The January 10, 2023 final meeting minutes may be accessed at the following link: <https://naesb.org/pdf4/wgq_ir_rmq_irteis_wgq_edm011023fm.docx>.

**2. Minor Corrections MC22006 and MC22007**

Ms. Hogge stated that several work papers were posted for the meeting: [MC22007 Corresponding Modifications in Other Manuals](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm013023a1.docx), [Draft WGQ CS Manual](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm013023a2.docx) (formerly the WGQ/REQ/RGQ Internet Electronic Transport Manual) and the [Modified WGQ QEDM Manual](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm013023a3.docx).

***Modified WGQ QEDM Manual***

The participants reviewed each of the proposed revisions to the Modified QEDM Manual from previous meetings.

Appendices: Ms. Hogge stated that the references to the appendices were previously deleted and moved to the Cybersecurity-Related Standards Manual.

Security: Ms. Hogge noted that, under the Business Process and Practices section, the paragraph titled “Security” was previously deleted because an identical standard was already contained within the Cybersecurity-Related Standards Manual.

NAESB WGQ Standard No. 4.1.37: Ms. Hogge stated that the subcommittees previously deleted the standard and moved it to the Cybersecurity-Related Manual. Ms. Hogge stated that the reference phrase “Deleted, moved to Cybersecurity Standard No. x.y.z]” will replace each of the deleted standards, where appropriate, to assist the readers with the transition to the Cybersecurity-Related Standards Manual. She also noted that the NAESB office will update the numbering of the standards that appear in the Cybersecurity-Related Standards Manual.

NAESB WGQ Standard No. 4.2.19: Ms. Hogge explained that the standard was deleted and moved to the Cybersecurity-Related Standards Manual.

NAESB WGQ Standard No. 4.2.20: Ms. Hogge noted that the standard was deleted and moved to the Cybersecurity-Related Standards Manual.

NAESB WGQ Standard Nos. 4.3.7 through 4.3.15: Ms. Hogge stated that the standards were moved to the Cybersecurity Related Standards Manual during a previous meeting. The subcommittees revised the reference phrases.

NAESB WGQ Standard No. 4.3.37: The subcommittees revised the reference phrase.

NAESB WGQ Standards No. 4.3.60: Ms. Hogge stated that the standard was moved to the Cybersecurity Related Standards Manual during a previous meeting.

NAESB WGQ Standard No. 4.3.62: Ms. Hogge stated that the standard was moved to the Cybersecurity Related Standards Manual during a previous meeting.

NAESB WGQ Standard No. 4.3.64: The subcommittees revised the reference phrase.

NAESB WGQ Standard Nos. 4.3.70 and 4.3.71: The subcommittees revised the reference phrase.

NAESB WGQ Standard No. 4.3.84: Ms. Hogge noted that the standards were moved to the Cybersecurity Related Standards Manual during a previous meeting.

NAESB WGQ Standard No. 4.3.88: The subcommittees revised the reference phrase.

NAESB WGQ Standard No. 4.3.103 and 4.3.109: Ms. Hogge noted that the standards were moved to the Cybersecurity Related Standards Manual during a previous meeting.

NAESB WGQ Standard No. 4.3.110: Ms. Hogge stated that this standard discusses what version of the NAESB WGQ QEDM standards to utilize. The reference to Internet IET was replaced with a reference to the Cybersecurity Related Standards Manual. Mr. Burden suggested that the subcommittees take more time to review the standard and determine whether a conflict may arise. Ms. Hogge stated that, if no conflict exists, then the standard should be deleted.

HTTP: Ms. Hogge noted that, under the Related Standards section, the paragraph explaining hypertext transfer protocols was revised to refer to the Cybersecurity Related Standards Manual.

Login and Encryption: Under the Technical Implementation – EBB/EDM section, the Login and Encryption section was revised to refer to the WGQ Cybersecurity Related Standards Manual.

Server Specifications - Ports: Under the Technical Implementation – EBB/EDM section, the Server Specifications - Ports section was revised to refer to Appendix C of the WGQ Cybersecurity Related Standards Manual.

Client Specifications: Under the Technical Implementation – EBB/EDM section, the Client Specifications section was revised to refer to Appendix B of the WGQ Cybersecurity Related Standards Manual.

Introduction: The introduction to the Technical Implementation – Interactive FF/EDM section was revised to refer to Appendix B of the WGQ Cybersecurity Related Standards Manual.

Security: Ms. Hogge noted that the Security section, just before the deleted Appendices, was previously updated to correct a reference to Book 4 and add a reference to Appendix B of the Cybersecurity Related Standards Manual.

The subcommittee inserted a sentence that the Appendices were deleted and moved to the WGQ Cybersecurity Related Standards manual.

***WGQ Cybersecurity Standards Manual***

The subcommittee revised the Executive Summary and Introduction to transition the book from the IET Manual to the WGQ Cybersecurity Related Standards Manual. Ms. Hogge explained that the Appendices that were formerly in the WGQ QEDM Manual were moved over to the Cybersecurity book, retaining their previous letters and pushing the former IET Appendix B to Appendix D of the WGQ Cybersecurity Related Standards Manual.

NAESB WGQ 10.1.10: Ms. Hogge stated that the principle was discussed in previous meetings and ensures that the manuals are reviewed and updated by the WGQ EDM Subcommittee. Ms. Lopez noted that there is an annual plan item that tasks the WGQ EDM to review the Appendices of the QEDM, now the WGQ Cybersecurity Related Standards Manual.

NAESB WGQ Standard Nos. 10.1.11, 10.2.40, and 10.3.30 through 10.3.33: Ms. Hogge explained these standards were moved from the WGQ QEDM Manual to the Cybersecurity Related Standards Manual.

NAESB WGQ 10.3.29: The subcommittee agreed to reexamine this standard and potentially submit a standards request to modify the language.

Ms. Hogge noted that the screenshotted examples in the RMQ IET Manual contain references to WGQ.

Decryption / Digital Signature Verification: Ms. Hogge explained that the title of this section is highlighted because it should appear in bold font.

Cross-reference: Ms. Hogge stated that the cross reference was deleted because it was a tool that was used when the IET Manual was first created.

***WGQ Corresponding Modifications to Standards Manuals***

Ms. Hogge reviewed the corresponding revisions that would need to be made to the standards manuals as part of MC23007. She explained that one HTTP section was repeated in several books and should be revised to replace a reference to the IET Manual to one for the Cybersecurity Related Standards Manual.

**3.** **Other Business**

Ms. Hogge stated that, during the next meeting the subcommittee should vote on all three WGQ documents presented during the meeting. Mr. Burden stated that he would bring proposed language for the Introduction of the WGQ Cybersecurity related Standards Manual. The RMQ Cybersecurity book will also be reviewed during the next meeting.

1. **Adjourn**

The subcommittees adjourned at 3:46 PM Central on a motion by Mr. Burden. The motion was seconded by Mr. Watson and passed without opposition.

1. **Attendees**

| **Name** | **Organization** |
| --- | --- |
| Christopher Burden | Enbridge (U.S.) Inc. |
| Valerie Crockett | Tennessee Valley Authority |
| Brandon Hajek | Northern Natural Gas |
| Ronnie Hensley | Southern Star Central Gas Pipeline |
| Micki Hoffee | Northern Natural Gas |
| Rachel Hogge | Eastern Gas Transmission & Storage, Inc. |
| Nichole Lopez | Kinder Morgan Inc. |
| Tom Kraft | ONE OK |
| Elizabeth Mallett | North American Energy Standards Board |
| Steven McCord | TC Energy Corporation |
| Catherine Meiners | ERCOT |
| Leigh Spangler | Latitude Technologies |
| Sam Watson | North Carolina Utility Commission |