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 Draft Meeting

Minutes – January 10, 2023

DATE: January 12, 2023

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

**WHOLESALE GAS QUADRANT**

**Tuesday, January 10, 2023 from 2:00 to 4:00 PM Central**

**DRAFT 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. Mr. Watson moved to adopt the draft agenda as final. Mr. Burden seconded the motion, which passed without opposition.

The subcommittees reviewed the draft meeting minutes from December 13, 2022. No edits were made. Mr. McCord moved, seconded by Mr. Burden, to adopt the draft minutes as final.

The December 13, 2022 final meeting minutes may be accessed at the following link: <https://naesb.org//pdf4/wgq_ir_rmq_irteis_wgq_edm121322fm.docx>.

**2. Minor Corrections MC22006 and MC22007**

* **MC22006 North Carolina Utilities Commission**

**Request:** Move all RMQ cybersecurity-related business practices into a new suite of RMQ Business Practice Standards

* **MC22007 Eastern Gas Transmission & Storage Inc. and 8760, Inc.**

**Request****:** Move all WGQ cybersecurity-related business practices into a new suite of WGQ Business Practice Standards

Ms. Hogge stated that several work papers were posted for the meeting: [Tracking Worksheet](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm011023w1.docx), [Draft WGQ CS Manual](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm011023w2.docx), [Modified QEDM Manual](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm011023w3.docx), and [MC22006 and MC22007 Comparison Presentation](https://naesb.org/pdf4/wgq_ir_rmq_irteis_wgq_edm011023w4.pptx).

Mr. Spangler reviewed the MC22006 and MC22007 Comparison Presentation with the participants. He stated that the power point is a high-level overview showing that the efforts to address the minor corrections will result in a move of the WGQ IET Standards and the WGQ QEDM appendices to the new WGQ Cybersecurity-Related Standards book. The QEDM Manual will be retained without the current appendices. Mr. Spangler stated that in the RMQ, similar to the WGQ, the RMQ IET Model Business Practices will be moved to the new RMQ Cybersecurity Model Business Practices.

Ms. Hogge reviewed the Tracking Worksheet with the participants. The subcommittee reviewed the following sections on that work paper:

NAESB WGQ Standard No. 4.3.103: Ms. Hogge noted that the subcommittee determined this standard will be moved to the WGQ Cybersecurity-Related Standards book. The reference to the QEDM was also deleted.

NAESB WGQ Standard No. 4.3.104: Ms. Hogge stated that a corresponding standard already exists in the WGQ Cybersecurity-Related Standards book. She asked whether the standard would need to remain in the QEDM, given the appendices that have moved to the WGQ Cybersecurity-Related Standards book. Ms. Lopez agreed that the section should be included in the WGQ Cybersecurity-Related Standards book. The subcommittee noted the move on the Tracking Worksheet. Mr. Coffin asked whether the names of the appendices should be specified for clarification. Ms. Hogge responded that all of the appendices would be moved over from the QEDM to the new book. Mr. Coffin noted that configurations are specifically mentioned in reference to the appendices and Ms. Hogge confirmed that Appendix A, B, and C all contain information on configurations. Mr. Spangler stated that the phrase “in time for inclusion in such publication” may not apply any longer and could be modified to refer to vulnerability or new cyber developments. Ms. Hogge stated that that change would be outside of the annual plan item, but could be made through a standards request. Mr. McCord stated that the standard seems to be a mere reminder to review the QEDM before publication. Ms. Mallett noted that the language of the standard is unique, as the entity to take action is a subcommittee. Ms. Hogge stated that the standard may no longer be useful. Mr. McCord and Ms. Lopez agreed. The subcommittee noted the deletion of the standard on the Tracking Worksheet.

NAESB WGQ Standard No. 4.3.109: Ms. Hogge noted that this standard is identical to NAESB WGQ Standard No. 10.3.28. After discussion, the participants agreed to delete the NAESB WGQ Standard No. 4.3.109 to avoid duplication, as it was already marked to be included in the new Cybersecurity-Related Standards book.

NAESB WGQ Standard No. 4.3.110: The participants agreed to discuss this standard during the next meeting.

The subcommittees reviewed the HTTP, EBB/EDM Firewalls, and Log In and Encryption, and Security sections and noted the disposition for the section on the Tracking Worksheet. Mr. Spangler noted that a reference to passwords appears on page 56 of the QEDM and should be discussed during the February 13, 2023 WGQ EDM and RMQ IR/TEIS call to address multifactor authentication.

The participants moved on to a review of the draft WGQ Cybersecurity-Related Standards book. Ms. Hogge asked whether the list of Transmission Control Protocol (TCP) ports should be added to the appendix. The subcommittee noted that the list had not been updated with the latest update of the appendices which deleted the 80 TCP port. The subcommittees determined that the section should be retained in the appendices and deleted the language from Section A - Overview in the new Cybersecurity-Related Standards book. Ms. Hogge stated that references to appendices and IET should be updated throughout the documents. The subcommittee determined that a minor correction or standards request would be submitted to delete the sentence referencing Versions 1.8 and 1.7 of the standards.

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

No other business was discussed.

1. **Adjourn**

The subcommittees adjourned at 3:52 PM Central on a motion by Mr. Burden. The motion was seconded by Mr. Spangler and passed without opposition.

1. **Attendees**

| **Name** | **Organization** |
| --- | --- |
| Christopher Burden | Enbridge (U.S.) Inc. |
| Donald Coffin | Green Button Alliance |
| Valerie Crockett | Tennessee Valley Authority |
| Brandon Hajek | Northern Natural Gas |
| Ronnie Hensley | Southern Star Central Gas Pipeline |
| Joel Hindman | Golden Pass LNG |
| Micki Hoffee | Northern Natural Gas |
| Rachel Hogge | Eastern Gas Transmission & Storage, Inc. |
| Nichole Lopez | Kinder Morgan Inc. |
| Elizabeth Mallett | North American Energy Standards Board |
| Steven McCord | TC Energy Corporation |
| John Rowley | Kern River Gas |
| Keith Sappenfield | Cheniere Corpus Christi Liquefaction |
| Leigh Spangler | Latitude Technologies |
| Sam Watson | North Carolina Utility Commission |