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 – February 15, 2023

DATE: February 17, 2023

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

**WHOLESALE GAS QUADRANT**

**Wednesday, February 15, 2023 from 10:00 AM to 12:00 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 and conducted the introductions. The participants noted that the meeting time had been extended by one hour and revised the agenda accordingly. Mr. Spangler moved to adopt the revised draft agenda as final. Mr. Burden seconded the motion which passed without opposition.

The subcommittees reviewed the January 30, 2023 revised draft meeting minutes. Mr. Burden, seconded by Mr. McCord, moved to adopt the draft minutes as final.

The January 30, 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 Draft Introduction Verbiage](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w1.docx), [Modified RMQ QEDM Manual](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w2.docx), [Draft RMQ CS Model Business Practices](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w3.docx), [MC22007 Draft New CS Manual\_020823](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w4.docx), [MC22007 WGQ QEDM with CS edits\_020823](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w5.docx), and [WGQ IET and Cybersecurity Cross-Reference](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w6.docx).

***Modified WGQ QEDM Manual***

The participants briefly reviewed each of the proposed revisions in the MC22007 WGQ QEDM with CS Edits work paper.

Mr. Burden, seconded by Ms. Crockett, moved to adopt the revisions to the QEDM Manual for MC22007. The motion unanimously passed with no opposition.

***Corresponding Modifications in Other Manuals***

Ms. Hogge reviewed the corresponding revisions to standards in [other manuals](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm011023a1.docx).

Mr. Spangler moved to adopt the corresponding revisions to the other manuals for MC22007. Ms. Crockett seconded the motion which unanimously passed without opposition.

***WGQ Cybersecurity Standards Manual***

Ms. Hogge noted that the subcommittee previously revised the Executive Summary and Introduction to transition the book from the IET Manual to the WGQ Cybersecurity Related Standards Manual. She stated that since the last call the word “secure” was added to the Executive Summary. The participants briefly reviewed the changes to the [MC22007 Draft New CS Manual\_020823](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w4.docx). Ms. Hogge asked for any opposition to deleting the proposed deleted paragraphs in those section of the book. None was offered.

Mr. Burden moved to adopt the cybersecurity related standards manual. Ms. Crockett seconded the motion which unanimously passed with no opposition.

Mr. Burden noted that a standards request will be submitted to clean up proposed modifications that were identified as a result of this effort, but could not be included in the minor corrections.

***RMQ QEDM Model Business Practices and RMQ Cybersecurity Model Business Practices***

Mr. Watson briefly reviewed the [Modified RMQ QEDM Manual](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w2.docx) and the [RMQ Cybersecurity Model Business Practices](https://naesb.org/member_login_check.asp?doc=wgq_ir_rmq_irteis_wgq_edm021523w2.docx) with the participants. The participants added several changes for consistency to the new Cybersecurity Model Business Practices.

Mr. Watson moved to adopt the proposed revisions to the RMQ QEDM manual and the new RMQ Cybersecurity Model Business Practices for MC22006. Mr. Spangler seconded the motion which passed unanimously without opposition.

Mr. Watson noted that a standards request may also be submitted to the NAESB office to clean up proposed modifications that were identified as a result of this effort, but could not be included in the minor corrections.

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

Ms. Hogge thanked the participants for their work on the minor corrections.

1. **Adjourn**

The subcommittees adjourned at 11:20 AM 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 |
| Michelle Coon | OATI |
| David Crabtree | TECO Peoples Gas |
| Valerie Crockett | Tennessee Valley Authority |
| Ronnie Hensley | Southern Star Central Gas Pipeline |
| Micki Hoffee | Northern Natural Gas |
| Rachel Hogge | Eastern Gas Transmission & Storage, Inc. |
| Tom Kraft | ONE OK |
| Nichole Lopez | Kinder Morgan Inc. |
| Elizabeth Mallett | North American Energy Standards Board |
| Steven McCord | TC Energy Corporation |
| Catherine Meiners | ERCOT |
| Leigh Spangler | Latitude Technologies |
| Kimberley Van Pelt | Boardwalk Pipeline |
| Sam Watson | North Carolina Utility Commission |