**via email & posting for interested parties, April 29, 2019**

**TO: Board Digital Committee:** Dick Brooks, Jim Buccigross, Cade Burks, Valerie Crockett, Michael Desselle, Steven McCord, Annie McIntyre, Joelle Ogg, Randy Parker, Emil Pena, Timothy Simon, Leigh Spangler, Terry Thorn, Sue Tierney, Pat Wood

**cc:** NAESB Board of Directors, NAESB Advisory Council

**FROM:** Rae McQuade

**RE:** Agenda for NAESB Board Digital Committee Organizational Conference Call – May 14, 2019

Dear Committee Members –

As discussed during the April 11, 2019 NAESB Board of Directors meeting, Michael Desselle (Chairman of the Board of Directors) established a NAESB Board Digital Committee tasked with surveying the energy markets to identify new digital technologies being deployed by market participants, appraising whether standardization in support of the new digital technologies would be beneficial to the industry, and submitting any recommendations concerning potential standards development to the organization for consideration. To initiate the efforts of the Committee, Mr. Desselle has requested that an organizational conference call be held on Tuesday, May 14, 2019 from 1:00 pm to 2:00 pm Central.

| **NAESB Board Digital Committee Conference Call – May 14, 2019 – 1:00 Pm TO 2:00 Pm C** |
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| **Topic** | **Information/Requests** |
| Mission Statement & Materials  | * The Board Digital Committee Mission Statement can be found through the following hyperlink: <https://www.naesb.org/pdf4/board_digital_mission.pdf>
* Materials for this group are posted on the NAESB website on the Board Digital Committee webpage: <https://www.naesb.org//board_digital.asp>
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| Conference Call and Web Cast on Tuesday, May 14th from 1 pm to 2 pm Central | * Call-in information for attendance by phone: Conference number: 866-740-1260, Access code: 7133562, Security code: 3991
* Web cast is accessible through http://www.readytalk.com, using the same access code and security code.
* Any interested party can attend. All voting and motions are reserved for the members of the committee.
* Please provide any written comments to the NAESB Office (drager@naesb.org) prior to the meeting if you are unable to attend.
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| Pre-meeting Assignments | * Please review the letter from M. Desselle concerning a NAESB Board Digital Committee and the reference documents contained within the letter prior to the meeting: <https://www.naesb.org//pdf4/bd041119w1.docx>
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| Draft Agenda | 1. Administrative – Welcome, Antitrust Guidance, Introduction of Committee Members and Attendees, Adoption of Agenda
2. Review the April 5, 2019 communication from Michael Desselle and the results of the April 11, 2019 Board of Directors meeting
3. Review Committee Members’ Roles and Responsibilities
4. Identify deliverables and discuss a draft timeline for the deliverables by the Committee
5. Preparation for next meeting
6. Other Business
7. Adjourn
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| Meeting & Background Reference Materials | * Antitrust Guidance: <http://www.naesb.org/misc/antitrust_guidance.doc>
* Announcement & Agenda: <https://www.naesb.org/pdf4/bd_digital051419a.docx>
* Board Minutes: *to be posted shortly*
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| Schedule of Upcoming Conference Calls | Tuesday, May 14, 2019, 1:00 pm to 2:00 pm COther meetings will be scheduled as needed by Michael Desselle. |