**via posting**

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

**FROM:** Jonathan Booe, Executive Vice President & CAO, NAESB

**RE:** Notes from the NAESB Board Digital Committee Organizational Conference Call – July 23, 2019

Dear Digital Committee Members,

A Board Digital Committee conference call was held on July 23, 2019. The meeting was called to order at 1:30 PM Central. Mr. Desselle presided over the meeting. The notes and attachments below serve as a record of the meeting.

| **Notes from the July 23, 2019 NAESB Board Digital Committee Conference Call** | |
| --- | --- |
| **Administrative** | Mr. Desselle welcomed the committee members to the conference call and reminded the participants of the Antitrust and Other Meeting Policies that will be followed during the meeting. Mr. Booe called the roll of the Digital Committee and quorum was established. Mr. Desselle reviewed the agenda for the meeting and asked if there were any suggested modifications to the June 26, 2019 meeting notes. Mr. Burks moved to adopt the agenda and draft notes as posted. Ms. Crockett seconded the motion, and the motion passed without opposition. |
| **Review Section V of the Digital Committee Report Outline** | Mr. Desselle stated that a work paper for the meeting had been posted, and he asked Mr. Booe to review the document with the participants. Mr. Booe stated that the work paper was developed after the last meeting to outline the additional content that will be included in Section V of the final report sent to the Board of Directors at the end of the year. He noted that the work paper presents another layer of context for each of the 11 areas of investigation identified by the committee by categorizing each item as: (a) an area enabled by digitalization of digital technology, (b) an area impacted by digitalization or (c) an area that impacts digitalization. The work paper also proposes a methodology for evaluating each of the 11 items by identifying the following:   * + 1. Energy Use Case / Business Case     2. Benefits to the Energy Markets     3. Issues & Concerns     4. Existing Standards and Efforts     5. Recommendation – Relevancy and Urgency   Finally, Mr. Booe stated that Mr. Spangler recommended that the report include a matrix or “heat chart” that defines the relevancy and urgency of each of the 11 items. An example was provided in the work paper. The participants agreed with the concepts presented in the work paper as an outline for Section V of the report.  Ms. McQuade stated that it might be helpful and more efficient to send out a survey to the committee members to solicit feedback on each of the 11 areas identified by the committee concerning possible energy/business use cases, benefits of the area to the energy markets, issues and concerns with areas and any information on existing standards and/or efforts. The participants supported this recommendation and suggested that the information gathered could be used to develop a “heat chart” or matrix of the urgency and relevancy of the areas. The participants also discussed the possibility of seeking additional input from the entire Board of Directors in the future.  Mr. Desselle noted that Mr. Pena requested that the committee consider engaging with the International Centre for Chemical Safety and Security as they develop a global cybersecurity manual. The participants agreed that it is premature to undertake that activity.  Mr. Booe stated that he would send out a draft of the survey later in the week and make the final survey available by the end of the week. Mr. Desselle recommended that the participants be given at least a week to respond. Ms. McQuade stated that the survey responses would be used to develop a work paper for the participants to review during their next meeting on August 8th. |
| **Plan for Future Meetings** | Ms. McQuade stated that the survey responses would be used to develop a work paper for the participants to review during their next meeting on August 8th. |
| **Other Business** | No other business was discussed. |
| **Adjourn** | The meeting adjourned at 2:24 PM Central |
| **Work Papers Provided for the Meeting** | * **Agenda Item 1** – Administrative:   <http://www.naesb.org/misc/antitrust_guidance.doc> (antitrust)  <https://www.naesb.org/pdf4/board_digital_members.pdf> (roster) <https://naesb.org/pdf4/bd_digital072319a.docx> (July 23, 2019 Agenda) (<https://naesb.org/pdf4/bd_digital062619notes.docx> (June 26, 2019 Notes)   * **Agenda Item** **2** – Digital Committee Report Draft Outline: <https://www.naesb.org/pdf4/bd_digital072319w1.docx> |

| **NAESB Board Digital Committee Conference Call Attendance** | |
| --- | --- |
| **Name** | **Organization** |
| Dick Brooks | Reliable Energy Analytics |
| Jim Buccigross | 8760, Inc. |
| Cade Burks | Big Data Energy Services |
| Valerie Crockett | Tennessee Valley Authority |
| Michael Desselle | Southwest Power Pool |
| Steven McCord | TransCanada Pipelines Limited |
| Annie McIntyre | Ardua Strategies Inc. |
| Joelle Ogg | DC Energy |
| Emil Pena | EPII |
| Leigh Spangler | Latitude Technologies |
| Terence (Terry) Thorn | JKM Energy & Environmental Consulting |
| **Other Attendance** | |
| **Name** | **Organization** |
| Jonathan Booe | NAESB |
| Christopher Burden | Enbridge |
| Pete Connor | Representing American Gas Association |
| Rae McQuade | NAESB |
| Joshua Phillips | Southwest Power Pool |
| Keith Sappenfield | Cheniere Creole Trail Pipeline |
| Mark Stultz | Faraday Grid |