##### February 25, 2019

**TO:** NAESB Wholesale Electric, Wholesale Gas and Retail Markets Quadrant Executive Committee Members, Alternates and Interested Industry Participants

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

**RE:** QuadrantExecutive Committee Meeting Announcements

**NORTH AMERICAN ENERGY STANDARDS BOARD EXECUTIVE COMMITTEE MEETINGS**

**Hosted by Salt River Project in Phoenix, AZ**

It is my pleasure to announce the March 2019 NAESB Executive Committee (EC) meetings in Phoenix, AZ and to thank Salt River Project (SRP) and Willis McCluskey for hosting these meetings. We are very grateful for SRP’s generosity and commitment to NAESB, and other member companies that offer to host, as it helps bolster participation and ensures that in-person attendance is convenient for everyone. Please find the meeting arrangements below:

Where: PERA Club – 1 E. Continental Drive, Tempe, AZ 85281-1053 &

Salt River Project Administration Building – 1500 N. Mills Ave, Tempe AZ 85281

Contact: Veronica Thomason, 713-356-0060

When: Tuesday, March 26, 2019 -- 9:00 a.m. to 3:00 p.m. Mountain – Wholesale Electric Quadrant

Wednesday, March 27, 2019 -- 9:00 a.m. to 3:00 p.m. Mountain – Retail Markets Quadrant

\*\*Please note that this meeting will take place at the Salt River Project Administration Building

Thursday, March 28, 2019 -- 9:00 a.m. to 3:00 p.m. Mountain – Wholesale Gas Quadrant

If you plan to attend any of the EC meetings, please RSVP to our office at your earliest convenience ([naesb@naesb.org](mailto:naesb@naesb.org)) so that proper meeting arrangements can be made by NAESB and our host. If you are an EC member and not attending, please review the process for the selection of designated alternates that may represent you at the EC meetings and notify the NAESB office if you wish to have an alternate participate on your behalf. Travel information is posted on the NAESB web site on the EC pages and can be accessed from the following link: <https://naesb.org//weq/weq_ec.asp>. If you plan to participate by conference call and web cast, the information to do so has been posted on the NAESB website and is available in this document. The meetings, conference calls and web casts are open to any interested party.

The materials for the meeting will be emailed to the participants and posted on the web site shortly. In an effort to control costs and be more environmentally aware, we are not printing Executive Committee books any longer; however, they will be posted in an assembled document (.pdf) for each quadrant meeting and the links to the native formatted documents will be provided in the agendas.

As always, the chair reserves the right to extend the time of the meeting to ensure that agenda items are addressed. If you have any questions regarding the upcoming meetings, please do not hesitate to contact me at any time.

Best Regards,

*Jonathan Booe* The logistical details of the meetings are provided in the following table. As the room locations are known the table will be updated and reposted.

| Date | Time | Meeting/Location |
| --- | --- | --- |
| Tuesday, March 26th | 9 am to 3 pm Mountain | WEQ EC Meeting – PERA Club  Room: Mesquite (first floor of Clubhouse)  Conference Call Number: 866-740-1260 Access Code: 7133562 Security Code: 8251 Web Cast: <http://www.readytalk.com> (please use same codes) |
|  | 9 am to 4 pm Mountain | Day 1 of WGQ IR/Technical Meeting – PERA Club  Room: TBD  Conference Call and Web Cast Available |
| Wednesday, March 27th | 9 am to 3 pm Mountain | Retail EC Meeting – SRP Administration Building (address provided above)  Room: TBD  Conference Call Number: 866-740-1260 Access Code: 7133562  Security Code: 6425 Web Cast: <http://www.readytalk.com> (please use same codes) |
|  | 8 am to 3 pm Mountain | Day 1 of WEQ OASIS Meeting – SRP Administration Building (address provided above)  Room: TBD  Conference Call and Web Cast Available |
|  | 9 am to 4 pm Mountain | Day 2 of WGQ IR/Technical Meeting – SRP Administration Building (address provided above)  Room: TBD  Conference Call Available and Web Cast Available |
| Thursday, March 28th | 9 am to 3 pm Mountain | WGQ EC Meeting – PERA Club  Room: Mesquite (first floor of Clubhouse)  Conference Call Number: 866-740-1260 Access Code: 7133562 Security Code: 3825 Web Cast: <http://www.readytalk.com> (please use same codes) |
|  | 8 am to 12 pm Mountain | Day 2 of WEQ OASIS Meeting – PERA Club  Room: TBD  Conference Call and Web Cast Available |

You can access the materials for these meeting from the NAESB web site, at the page specific for the Executive Committee noted (WEQ: <http://www.naesb.org/weq/default.asp>, WGQ: <http://www.naesb.org/wgq/default.asp>, and Retail: <http://www.naesb.org/RGQ/default.asp>).

Please feel free to call the NAESB office should you have any questions or comments. Instructions for dialing in or participating on the web casts follow.

**Conference Calling and Web Conferencing Instructions**

**For The Executive Committee Meetings**

**March 26-28, 2019**

This conference call is open to any interested party, as are all NAESB meetings and conference calls.

To join the conference call:

* Dial the 11-digit toll free phone number (provided in the preceding chart – specific to the meeting and date)
* An automated attendant will ask you to enter a seven-digit access code (provided in the preceding chart – specific to the meeting and date)
* The automated attendant will ask you to record your name.
* Please note, if the conference leader has not yet initiated the conference call, you will be placed on hold until the conference leader starts the conference.
* The automated attendant will then ask you for a four-digit security code (provided in the preceding chart – specific to the meeting and date)

Please place your phone on mute unless you are speaking. For those participants that do not have a mute feature on your phone, please press (\*6) to mute your phone and (\*7) to un-mute your phone. Putting the conference call on hold may cause music to be played over the discussion and if so, the NAESB office will contact the conference call administrator to have the line disconnected.

To join the web conference, go to [www.readytalk.com](http://www.readytalk.com) and enter the same access code and security code. Please note that if the conference leader has not yet initiated the web conference, you will view a screen that states, “The Chairperson has not yet arrived. Please standby for your web conference to begin.”

ReadyTalk recommends that you test your browser and network connections for compatibility prior to participating in a web conference. To do so, go to <http://test.callinfo.com>. If you have problems joining a conference call or need technical assistance, please contact ReadyTalk Customer Care, 1-800-843-9166. Please contact the NAESB Office (713-356-0060 or [naesb@naesb.org](mailto:naesb@naesb.org)) should you need any additional information or have questions or comments.