Via email and posting

November 26, 2019

**TO:** NAESB Board of Directors, Executive Committee (EC) Members, EC Alternates, NAESB Members, NAESB Advisory Council, and Invited Guests

**FROM:** Rae McQuade, NAESB President

**RE:** Agenda and Meeting Materials for NAESB Board Meeting – December 11, 2019 Highlighted with Additional Materials

Dear Board Members, EC Members, EC Alternates, NAESB Members, NAESB Advisory Council and invited guests,

As noted in other communications, we are pleased to announce that the NAESB Board of Directors meeting will be held on Wednesday, December 11th at the Downtown Hilton Americas[[1]](#footnote-1) in Houston, TX. ***Please note that we have changed the dates of our meetings and that they will be held at a different hotel than the September 2019 meetings.***  We hope that you are able to travel to Houston, and we look forward to your participation in the upcoming board meeting, related committee meeting and our board cocktail reception.

The specifics of the board meeting and related meetings are:

Events: Board of Directors Meeting, and related NAESB meetings

Where: **Downtown Hilton Americas**, 1600 Lamar Street, Houston, TX 77010, phone: 713-739-8000

When: **Tuesday, December 10** Leadership Meeting from 4:00 pm to 5:30 pm C (snacks served)

**Tuesday, December 10** Board Cocktail Reception - 5:30 pm to 6:30 pm C (held at the Downtown Hilton Americas)

**Wednesday, December 11** Board of Directors Meeting from 9:00 am to 1:00 pm C, (a buffet lunch will be served during the meeting)

This board meeting serves as the last scheduled board meeting of 2019, and in addition to reviewing the status of the 2019 financial status and progress made on the 2019 annual plans, the Board of Directors will receive updates from our committees and consider the approval of our 2020 budget and 2020 annual plans. We are also very fortunate that Jay Costan and Branko Terzic have agreed to participate in our board meeting and will discuss their outlooks on the future of the energy markets, the introduction of innovations, regulatory risk, and challenges the industry may encounter as the result of ever-increasing environmental concerns. Their observations will serve the organization well as we look to wrap up 2019 and continue with our mission of developing and promoting market standards in 2020.

We hope that you are able to attend and we ask that you please RSVP your intention to participate in the Board of Directors meeting, the leadership meeting, and/or cocktail reception at your earliest convenience ([naesb@naesb.org](mailto:naesb@naesb.org), 713-356-0060). Also, please let us know if you intend to bring a guest or colleague to the cocktail reception.

As are all NAESB meetings, these events are open to any interested party. For the meetings, conference calling will be available should you be unable to attend in person. Board materials and agendas should be available shortly. Please contact Veronica Thomason ([vthomason@naesb.org](mailto:vthomason@naesb.org), 713-356-0060) should you need additional information.

Best Regards,

**Conference Calling and Web Conferencing Details**

**for the December 10-11, 2019 Set of Board and Related Meetings**

The meetings are open to all interested parties, who may participate by phone if unable to attend in person. The Board meeting is also web cast.

|  |  |  |  |
| --- | --- | --- | --- |
| Dec 10 | 4:00 pm to 5:30 pm C | Leadership Meeting (In person and Conference Call) | |
|  | Downtown Hilton Americas 1600 Lamar Street, Houston, TX |  |  |
| Dec 11 | 9:00 am to 1:00 pm C | Board Meeting (In person and Conference Call/Web Cast) | |
|  | Downtown Hilton Americas 1600 Lamar Street, Houston, TX |  |  |

To join a conference call:

• Dial the 11-digit toll free call-in phone number shown above for the specific meetings

• An automated attendant will ask you to enter a seven-digit access code (shown in the table above)

• The automated attendant will ask you to record your name.

• Please note that if the conference leader has not yet initiated the conference call, you will be placed on music hold until the conference leader starts the conference.

•The automated attendant will then ask you for a four-digit security code (shown in the table above)

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 on-hold line to have it disconnected.

If the meeting has the web conferencing feature enabled, to join the web conference, go to www.readytalk.com and enter the same access code and **s**ecurity 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.

**Speaker Biographies**

**Jay Costan**

Jay Costan is a partner in Dentons' Global Energy practice.  He has over 40 years’ experience representing clients on a wide range of public utility and energy matters, including energy transactions and federal and state regulation of the sale and transmission of electricity, natural gas and LNG and the licensing of energy projects.  He has extensive experience in handling matters before the Federal Energy Regulatory Commission, the US Department of the Interior, the US Department of Energy and the United States Courts of Appeals. He also has experience in assisting clients in the development of natural gas and power projects outside the U.S.

Recent publications include:

* "FERC Not Obliged to Vet Pipeline Downstream Climate Impact," Energy Law 360, July 2019
* "Must FERC Weigh GHG Emissions in Pipeline Reviews?", Energy Law 360, April 2018
* "FERC's Pipeline Review Process Is Working as Intended," Energy Law 360, February 2017

**The Honorable Branko Terzic**

Branko Terzic is a Managing Director at Berkeley Research Group (BRG) LLC. A management consultant, this former regulator and corporate CEO provides management advice on regulatory and corporate strategy and has been an expert witness before state and federal regulatory agencies. He also currently serves as a Distinguished Fellow at the Council on Competitiveness and a Nonresident Senior Fellow of the Atlantic Council’s Global Energy Center in Washington, DC. Government positions held include that of Commissioner on the U.S. Federal Energy Regulatory Commission, Commissioner on the State of Wisconsin Public Service Commission and Chairman of the State of Wisconsin Racing Board.  In business, prior to joining BRG, Terzic served as Executive Director of the Deloitte Center for Energy Solutions; Chairman, President and CEO of Yankee Energy System, Inc.: Managing Director Arthur Andersen Economic Consulting and as a management consultant. He served on the National Petroleum Council and National Coal Council and is a former Chairman of the United Nations Economic Commission for Europe (UN ECE) Ad Hoc Group of Experts on Cleaner Electricity Production.  A frequent speaker at industry forums and a prolific writer Terzic currently appears regularly on CNN International and Fox Business TV programs. He is a faculty member of the Washington Campus consortium of 16 MBA schools, is a founder of the Society of Depreciation Professionals and member of the ASME, AEE, IAEE, Energy Bar Association and other organizations.  Branko Terzic holds a BS in Energy Engineering and was awarded an honorary Doctor of Sciences Engineering degree both from the University of Wisconsin-Milwaukee.

| **NAESB BOARD OF DIRECTORS MEETING**  **Downtown Hilton Americas, 1600 Lamar Street, Houston, TX – Wednesday, December 11, 2019 – 9:00 am to 1:00 pm Central**  **DRAFT AGENDA** | | | |
| --- | --- | --- | --- |
|  | # | Agenda Item | |
| 8:30 A |  | **Continental Breakfast** | |
| 9:00 A | 1. | **Welcome** | |
|  |  | a) | Welcome to Board members, guests and convene the December 11, 2019 Board meeting |
|  |  | b) | Antitrust Guidelines: <http://www.naesb.org/misc/antitrust_guidance.doc> (Guidance) |
|  |  | c) | Establish quorum: <https://www.naesb.org/pdf4/bod_terms.pdf> (Board Roster) |
|  | 2. | **Consent Agenda** | |
|  |  | a) | Agenda Adoption: <https://www.naesb.org/pdf4/bd121119a.docx> (Agenda) |
|  |  | b) | Adoption of Draft Minutes: <https://www.naesb.org//pdf4/bd090519dm.docx> (9-5-19 Draft Minutes) |
|  |  | c) | Adoption of Revised 2019 WGQ Annual Plan: <https://www.naesb.org//pdf4/wgq_ec101719a1.docx> (10-17-2019 Redline Approved by the WGQ EC) |
|  |  | d) | Adoption of Revised 2019 Retail Annual Plan: <https://www.naesb.org//pdf4/retail_ec101619a1.docx> (10-16-2019 Redline Approved by the RMQ EC) |
|  |  | e) | Adoption of Revised 2019 WEQ Annual Plan: <https://www.naesb.org//pdf4/weq_ec101519a1.docx> (10-15-2019 Redline Approved by the WEQ EC) |
|  | 3. | **Remarks from Jay Costan, Dentons' Global Energy and Branko Terzic, BRG LLC** | |
|  | 4. | **Membership and Financial Reports** | |
|  |  | a) | Review of the 2019 Membership and Financial Report: <https://www.naesb.org/misc/finance_membership_report_sept2019.docx> (9-30-19) |
|  |  | b) | Review, Discussion and Adoption of 2020 NAESB Budget *(included in the 2019 Membership and Financial Report)* |
|  | 5. | **Reports from Board Committees and Board votes where noted in meeting materials:** | |
|  |  | a) | Managing Committee Update: <https://www.naesb.org/pdf4/managing102219notes.docx> (10-22-19) |
|  |  | b) | Parliamentary Committee Update: <https://www.naesb.org/pdf4/parliamentary112119dm.docx> (11-21-19) |
|  |  | c) | Revenue Committee Update: <https://www.naesb.org/pdf4/bd_revenue112119notes.docx> (11-21-19) |
|  |  | d) | Board Digital Committee Update: <https://www.naesb.org/pdf4/bd_digital100219a.docx> (10-02-19) |
|  |  | e) | Board Strategy Committee Update: <https://www.naesb.org/pdf4/bd_strategy_112119mn.docx> (11-21-19) |
|  |  | f) | Board Critical Infrastructure Committee Update |
|  | 6. | **Project Discussions and Leadership Session Reviews** | |
|  |  | a) | Leadership Session Recap: <http://www.naesb.org/misc/wgq_publication_schedule_ver3_2.doc> (WGQ Publication Schedule Version 3.2), <http://www.naesb.org/misc/weq_publication_schedule_ver3_3.doc> (WEQ Publication Schedule Version 003.3), <http://www.naesb.org/misc/retail_publication_schedule_ver3_3.doc> (RMQ Publication Schedule Version 3.3) |
|  |  | b) | Standards Development Efforts |
|  |  |  | * **WGQ/WEQ/RMQ Distributed Ledger Technology Activities:** <https://www.naesb.org/misc/blockchain_update_112619.docx> * **WGQ/WEQ/RMQ Surety Assessment Updates:** <https://www.naesb.org/misc/sandia_surety_assessment_update_112719.docx> * **WEQ Coordination:** <https://www.naesb.org/misc/weq_coordination_update_120219.docx> * **WEQ Parallel Flow Visualization Effort:** <https://www.naesb.org/misc/weq_pfv_update_120319.docx> * **WEQ OASIS Efforts:** <https://www.naesb.org/misc/weq_oasis_update_120319.docx> * **RMQ Green Button and OpenFMB:** <https://www.naesb.org/misc/greenbutton_openfmb_update_120219.docx> * **Certification Programs & EIR:** <https://www.naesb.org/misc/certification_eir_update_120319.docx> |
|  | 7. | **Discuss and Approve the 2020 Annual Plans** | |
|  |  | a) | Retail Markets Annual Plan for 2020**:** <https://www.naesb.org//pdf4/retail_ec101619a3.docx> |
|  |  | b) | Wholesale Gas Annual Plan for 2020**:** <https://www.naesb.org//pdf4/wgq_ec101719a3.docx> |
|  |  | c) | Wholesale Electric Annual Plan for 2020**:** <https://www.naesb.org//pdf4/weq_ec101519a3.docx> |
|  | 8. | **Old and New Business** | |
|  |  | a) | Regulatory Filings and Related Actions, Liaisons with external groups |
|  |  | b) | Comments from Board Members, Invited Guests and Speakers, and Attendees |
|  |  | c) | Board Meeting Schedule 2020 |
|  |  | d) | NAESB Bulletin: <http://naesb.org/pdf4/naesb_bulletin_vol12_issue1.pdf> |
| 1:00 P | 9. | **Adjourn** | |
| 12:30 P |  | Buffet Lunch available to meeting attendees beginning at noon to 1:00 pm C, at the conclusion of the meeting | |
| 1:00 P |  | Buses depart for airports – Buses will be available to attendees of the Board meeting, for transportation from the Downtown Hilton Americas to Hobby and Bush Intercontinental Airports beginning at 12:30 pm C for those attendees needing transportation to the airports. | |
| *Attire – Business Casual* | | | |

| **NAESB QUADRANTS LEADERSHIP MEETING**  **Downtown Hilton Americas, 1600 Lamar Street, Houston, TX – Tuesday, December 10, 2019 - 4:00 pm to 5:30 pm Central**  **DRAFT agenda** | | | | |
| --- | --- | --- | --- | --- |
|  | # | Agenda Item | | |
|  |  |  | | |
| 4:00 pm | 1. | Welcome | | |
|  |  | a) | Antitrust Guidelines <http://www.naesb.org/misc/antitrust_guidance.doc> (Guidance) | |
|  |  | b) | Welcome to participants | |
|  | 2. | Agenda Adoption: <https://www.naesb.org/pdf4/bd121119a.docx> (Agenda) | | |
|  | 3. | **Review of membership levels:** <https://www.naesb.org/misc/membership_report_093019.docx> (9-30-19 Membership Report) | | |
|  | 4. | Update on publication activities: <http://www.naesb.org/misc/retail_publication_schedule_ver3_3.doc> (Retail Version 3.3 Publication Schedule); <http://www.naesb.org/misc/wgq_publication_schedule_ver3_2.doc> (WGQ Version 3.2 Publication Schedule); <http://www.naesb.org/misc/weq_publication_schedule_ver3_3.doc> (WEQ Version 003.3 Publication Schedule) | | |
|  | 5. | Review of 2019 Annual Plans**:** <https://www.naesb.org/pdf4/wgq_ec101719a1.docx> **(10-17-2019 Redline Approved by the WGQ EC);** <https://www.naesb.org/pdf4/retail_ec101619a1.docx> **(10-16-2019 Redline Approved by the RMQ EC);** <https://www.naesb.org/pdf4/weq_ec101519a1.docx> **(10-15-2019 Redline Approved by the WEQ EC)** | | |
|  | 6. | Update on Coordination with External Organizations**:** <https://www.naesb.org/misc/coordination_external_entities_update_120319.docx> | | |
|  | 7. | Update on Sandia National Laboratory Surety Assessment: <https://www.naesb.org/misc/sandia_surety_assessment_update_112719.docx> | | |
|  | 8. | Update on Distributed Ledger Technologies Activities: <https://www.naesb.org/misc/blockchain_update_112619.docx> | | |
|  | 9. | Committee Updates | | |
|  |  | a) | | Managing Committee Update: <https://www.naesb.org/pdf4/managing102219notes.docx> (10-22-19) |
|  |  | b) | | Parliamentary Committee Update: <https://www.naesb.org/pdf4/parliamentary112119dm.docx> (11-21-19) |
|  |  | c) | | Revenue Committee Update: <https://www.naesb.org/pdf4/bd_revenue112119notes.docx> (11-21-19) |
|  |  | d) | | Board Digital Committee Update: <https://www.naesb.org/pdf4/bd_digital100219a.docx> (10-02-19) |
|  |  | e) | | Board Strategy Committee Update: <https://www.naesb.org/pdf4/bd_strategy_112119mn.docx> (11-21-19) |
|  |  | f) | | Board Critical Infrastructure Committee |
|  | 10. | Review of the Proposed 2020 Annual Plans**:** <https://www.naesb.org/pdf4/retail_ec101619a3.docx> **(Retail Markets Annual Plan for 2020);** <https://www.naesb.org/pdf4/wgq_ec101719a3.docx> **(Wholesale Gas Annual Plan for 2020);** <https://www.naesb.org/pdf4/weq_ec101519a3.docx> **(Wholesale Electric Annual Plan for 2020)** | | |
|  | 11. | **Review of other board or leadership issues including any other committee reports** | | |
|  | 12. | Old and New Business | | |
| 5:30 pm |  | Adjourn | | |
|  |  |  | | |
| *Attire – Business Casual – Refreshments served in the room* | | | | |

1. Information on the Downtown Hilton Americas Hotel, reservations and the room block availability, please access <https://www.naesb.org/pdf4/bd121119hotel.docx> [↑](#footnote-ref-1)