**TO:** NAESB WGQ Information Requirements Subcommittee Participants

 NAESB WGQ Technical Subcommittee Participants

 Posting for Interested Industry Participants

**FROM:** Rachel Hogge, Chair, NAESB WGQ Information Requirements Subcommittee

 Kim Van Pelt, Chair, NAESB WGQ Technical Subcommittee

**RE:** **Agenda** – NAESB WGQ Joint Information Requirements / Technical Subcommittees Meeting

**DATE:** March 17, 2020

**NAESB WGQ Joint Information Requirements / Technical Subcommittees Meeting**

**Date / Time: March 20, 2020**

**10:00am – 11:00am Central**

**Conference Call and WebCast Only**

Discussion, Q&A, and a balanced vote for each item – as time permits and in the order that best utilizes the subcommittees’time.

1. **Administrative:**

Welcome and Introductions

Anti-trust Guidelines (<http://www.naesb.org/misc/antitrust_guidance.dom>)

Adoption of Agenda

Approval of Prior Meeting Minutes

1. **Minor Corrections / Errata**

Time provided to address any minor correction requests submitted **prior to March 19, 2020.**

* **MC20003 Boardwalk Pipelines**

**Request:** Add new code value(s) for the data element ‘Charge Type’ in the following data set(s):

NAESB WGQ Standard No. 3.4.1 Transportation/Sales Invoice

* **MC20004 Boardwalk Pipelines**

**Request:** Add new code value(s) for the data element ‘Release Type’ in the following data set(s):

NAESB WGQ Standard No. 5.4.24 Offer

1. **Address Current Requests, Annual Plan Items and items transferred from other NAESB subcommittees for discussion and possible vote**

1. **Other Business**
2. **Next Meeting Dates and Location**
3. **Adjourn**