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**TO:** NAESB Retail Markets Quadrant (RMQ) and Wholesale Electric Quadrant (WEQ) Business Practices Subcommittee (BPS) Participants and Interested Parties

**FROM:** Elizabeth Mallett, NAESB Deputy Director

**RE:** Final Minutes from Joint RMQ BPS and WEQ BPS Conference Call – July 6, 2021

**DATE:** July 6, 2021

**NORTH AMERICAN ENERGY STANDARDS BOARD**

**Joint RMQ/WEQ Business Practices Subcommittee**

**Conference Call with Webcasting**

**Tuesday, July 6, 2021 – 10:00 AM to 12:00 PM Central**

**FINAL MINUTES**

1. **Welcome**

Ms. Do welcomed the participants to the meeting. Ms. Trum provided the Antitrust and Other Meeting Policies reminder. The participants introduced themselves over the phone. Ms. Crockett moved, seconded by Ms. Sieg, to adopt the agenda as final. The motion passed a simple majority vote without opposition.

The participants reviewed the June 21, 2021 WEQ and RMQ BPS draft meeting minutes. Ms. Crockett moved to adopt the draft minutes as final. Ms. Batchelder seconded the motion. The motion passed without opposition.

The June 21, 2021 WEQ and RMQ BPS final meeting minutes are available at the following link:

<https://www.naesb.org/pdf4/weq_bps_rmq_bps062121fm.docx>.

The participants reviewed the June 8, 2021 WEQ and RMQ BPS draft meeting minutes. Ms. Mallett and Mr. Weinstein offered minor edits. Ms. Crockett moved, seconded by Ms. Batchelder, to adopt the revised draft minutes as final.

The June 8, 2021 WEQ and RMQ BPS final meeting minutes are available at the following link: <https://www.naesb.org/pdf4/weq_bps_rmq_bps060821fm.docx>.

1. **Discussion on 2020 RMQ Annual Plan Item 2.a and 2020 WEQ Annual Plan Item 6.b.i – Develop a standard contract to improve and automate the current voluntary REC creation, accounting, and retirement processes**

Ms. Do noted that several work papers had been posted for the meeting: [Draft REC Base Contract Related Standards Work Paper](https://www.naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps070621w1.docx) (Related Standards Work Paper), [REC Data Element Work Paper](https://www.naesb.org/pdf4/weq_bps_rmq_bps070621w2.docx) (Definitions Work Paper), [REC Data Elements Data Dictionary submitted by V. Crockett](https://www.naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps070621w3.docx) (Data Dictionary Work Paper).

Ms. Crockett reviewed the columns of the Data Dictionary Work Paper. She stated that the fields will be specific to an electronic version of the contract. She volunteered to fill in the fields of the Data Dictionary Work Paper offline, as well as the code values to be discussed, to expedite the conversation during the next meeting. The subcommittees agreed to review the Related Standards Work Paper during an upcoming meeting.

Review of the Draft NAESB REC Base Contract and the Data Dictionary Work Paper

The subcommittee participants reviewed the definitions from Section 2 of the draft NAESB REC Base Contract with the Data Dictionary Work Paper to ensure that the correct definitions were included on each of the work papers. The following is a highlight of that review.

The revised Party CFTC Classification language from the draft NAESB REC Base Contract was added to the Data Dictionary Work Paper. Section 6.2 of the Data Dictionary Work Paper was modified to align with the same section on the draft NAESB REC Base Contract. The section reference on the Data Dictionary Work Paper to Section 13.5 was updated to refer to Section 14.5. On the Data Dictionary Work Paper, the lines for Special Provisions and Addendum(s) were revised for clarity. “Telephone Number” was abbreviated to “Phone” and “Master Agreement” was changed to “Base Contract” throughout the document. Mr. Sappenfield suggested that unique identifiers be included for the Seller and Buyer Transaction Confirmation Numbers. That note was added to the Data Dictionary Work Paper. “EIA Number” was deleted from the Data Dictionary Work Paper. Facility Name was modified to “Renewable Energy Facility Name.” Additionally, “GIS Account Number” was added to the “Method of Transfer GIS” row in the Data Dictionary Work Paper. The rows “Method of Transfer: GIS Account Number” and “Method of Transfer: Other…” were added to the work paper to cover fields that would contain conditional information.

The modifications to the Data Dictionary Work Paper made during the meeting may be viewed at the following link: <https://www.naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps070621a2.docx>.

The modifications to the draft NAESB REC Base Contract made during the meeting may be viewed at the following link: <https://www.naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps070621a1.doc>.

1. **Next Steps**

The next joint RMQ/WEQ BPS meeting is scheduled for Monday, July 19, 2021 from 10:00 AM to 12:00 PM Central. During the meeting, the participants will continue addressing the NAESB Base Contract for Renewable Energy Certificates (RECs) under 2021 RMQ Annual Plan Item 2.a and 2021 WEQ Annual Plan Item 6.b.i. Additionally, the participants will continue discussion on 2021 RMQ Annual Plan Item 2.b and 2021 WEQ Annual Plan Item 6.b.ii – Develop technical implementation business practice standards to support automation of the current REC creation, accounting and retirement processes for voluntary markets consistent with the Base Contract for Sale and Purchase of REC.

**4.** **Adjourn**

The meeting adjourned at 11:45 AM Central on a motion by Mr. Brooks, seconded by Ms. McKeever.

**5. Attendance**

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| **First Name** | **Last Name** | **Organization** |
| Adrian  | Allen | Bonneville Power Administration |
| Rebecca | Batchelder | BP |
| Richard | Brooks | Reliable Energy Analytics  |
| Valerie | Crockett | Tennessee Valley Authority |
| Mary | Do | Agility CIS |
| Edward | Hedges | KCP&L and Westar, Energy Companies |
| Cory | Herbolsheimer | NV Energy |
| Elizabeth | Mallett | North American Energy Standards Board |
| Debbie | McKeever | Oncor |
| John | Pearson | ISO New England |
| Farokh | Rahimi | OATI |
| Robin | Rebillard | Manitoba Hydro |
| Keith | Sappenfield | Corpus Christi Liquefaction |
| Paul | Schmitt | Duke Energy |
| Lisa | Sieg | LG&E and KU Energy |
| Jeremy | Weinstein | PacifiCorp |