**via posting**

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

**FROM:** Caroline Trum, NAESB Deputy Director

**RE:** Draft Minutes from Joint RMQ BPS and WEQ BPS Conference Call – July 19, 2021

**DATE:** July 20, 2021

**NORTH AMERICAN ENERGY STANDARDS BOARD**

**Joint RMQ/WEQ Business Practices Subcommittee**

**Conference Call with Webcasting**

**July 19, 2021 – 10:00 AM to 3:00 PM Central**

**DRAFT MINUTES**

1. **Welcome**

Mr. Brooks welcomed the participants to the meeting. Ms. Trum provided the Antitrust and Other Meeting Policies reminder. The participants introduced themselves over the phone. Mr. Brooks reviewed the agenda. Ms. Crockett moved to adopt the agenda. The motion passed a simple majority vote without opposition.

The participants reviewed the draft minutes from the July 6, 2021 meeting. One modification was made to correct a typographical error. Ms. Crockett moved, seconded by Ms. Smith, to adopt the revised minutes as final. The motion passed a simple majority vote without opposition. The final minutes for the meeting can be viewed at the following link: <https://naesb.org//pdf4/weq_bps_rmq_bps070621fm.docx>

The participants reviewed the draft minutes from the April 27, 2021 meeting. No modifications were offered. Ms. Smith moved, seconded by Ms. Crockett, to adopt the minutes as final. The motion passed a simple majority vote without opposition. The final minutes for the meeting can be viewed at the following link: <https://naesb.org//pdf4/weq_bps_rmq_bps042721fm.docx>

1. **Continue to Discuss 2021 RMQ Annual Plan Item 2.a/WEQ Annual Plan Item 6.b.i – Develop a standard contract to improve and automate the current voluntary REC creation, accounting, and retirement processes**

Mr. Brooks stated that for a recommendation to be considered by the WEQ and RMQ Executive Committees during their October 5 and 6 meetings, respectively, the recommendation must be voted out for a formal comment period by August 31, 2021. He suggested that as work on the contract is completed, the participants consider voting out a recommendation to address 2021 RMQ Annual Plan Item 2.a/2021 WEQ Annual Plan Item 6.b.i and then continue to address the technical implementation as part of 2021 RMQ Annual Plan Item 2.b/2021 WEQ Annual Plan Item 6.b.ii. Ms. Crockett expressed support for Mr. Brooks suggestion. She stated that the subcommittees should also prioritize completion of the FAQ document prior to continuing to address the technical implementation. There was general agreement to proceed in this manner.

The participants reviewed the contract as modified during the previous meeting. Minor changes were made to eliminate duplicate words, fix formatting issues, and correct typographical errors. Mr. Brooks asked the participants to review the contract and bring any additional changes that may be necessary to the next meeting. The contract as revised during the meeting is available at the following link: <https://naesb.org//member_login_check.asp?doc=weq_bps_rmq_bps071921a2.doc>

The participants reviewed the parking lot. There was general agreement that all outstanding items related to the development of the paper contract had been resolved. The parking lot as revised during the meeting is available at the following link: <https://naesb.org//pdf4/weq_bps_rmq_bps071921a3.docx>

Ms. Trum stated that as part of the April 27 meeting, the subcommittees had created a draft [NAESB Base REC Contract FAQ document](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps042721a1.doc). Posted as work papers for the June 1 meeting were documents submitted by [Ms. Sieg](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps060121w1.docx) and [Ms. Crockett](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps060121w2.docx) further revising the draft FAQ document. The participants discussed the comments and made subsequent revisions. Ms. Do asked that the participants review the document internally within their companies and come prepared to the next meeting to discuss any additional questions that should be added or further revisions. The draft FAQ document as revised during the meeting is available at the following link: <https://naesb.org//member_login_check.asp?doc=weq_bps_rmq_bps071921a1.docx>

1. **Continue to discuss 2021 RMQ Annual Plan Item 2.b/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**

Ms. Crockett stated that she had submitted two work papers for the meeting, [REC Data Elements Data Dictionary](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps071921w5.docx) and the [WGQ Datasets for REC Application](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps071921w6.docx), addressing technical implementation. The participants agreed to discuss these documents in more detail once a recommendation was completed for 2021 RMQ Annual Plan Item 2.a/2021 WEQ Annual Plan Item 6.b.i

1. **Discuss Next Steps and Future Meetings**

Ms. Do asked that the participants come prepared to the next meeting to discuss and potentially vote on a recommendation for 2021 RMQ Annual Plan Item 2.a/2021 WEQ Annual Plan Item 6.b.i. She stated that participants should review the paper contract and the FAQ document and come prepared to discuss.

1. **Adjourn**

The meeting adjourned by consensus at 11:22 AM Central on a motion by Ms. Crockett, seconded by Ms. Seig.

1. **Attendance**

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| **First Name** | **Last Name** | **Organization** |
| Dawna | Aragon | TVA |
| Dick | Brooks | Reliable Energy Analytics |
| Christopher | Burden | Enbridge |
| David | Crabtree | Tampa Electric |
| Valerie | Crockett | TVA |
| Mary | Do | Agility CIS |
| John | Fitzgerald | TVA |
| Patrick | Foley | NV Energy |
| Elizabeth | Mallett | NAESB |
| Matt | Pitcaithly | TVA |
| Farrokh | Rahimi | OATI |
| Lisa | Sieg | LG&E and KU Services Company |
| Danielle | Smith | SMUD |
| Caroline | Trum | NAESB |
| Karen | Utt | TVA |