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

 NAESB WGQ Technical Subcommittee Participants

 Interested Industry Participants

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

 Kim Van Pelt, Chair, NAESB WGQ Technical Subcommittee

**RE: Draft Minutes -** NAESB WGQ Joint Information Requirements / Technical Subcommittees Meeting – April 9-10, 2019

**DATE:** April 17, 2019

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

 **Date: April 9-10, 2019**

 **Location: Houston, TX**

**1. Administrative:**

**Welcome and Introductions** – Ms. Hogge welcomed everyone to the meeting, and thanked Enbridge for hosting the meeting. The participants in the room and on the phone introduced themselves.

 **Housekeeping –** Ms. McCain provided the housekeeping.

**Anti-trust Guidelines -** Ms. Hogge reminded participants of the policy that in lieu of reading the anti-trust guidelines, they are posted as a link on the agenda. Participants should review and be familiar with the guidelines, which can be found at [**http://www.naesb.org/misc/antitrust\_guidance.doc**](http://www.naesb.org/misc/antitrust_guidance.doc)

**Adoption of Agenda** – The agenda, as posted, was adopted without objection.

**Approval of Prior Meeting Minutes** **–** The draft minutes and attachments for the March 26-27, 2019 NAESB WGQ Joint Information Requirements / Technical Subcommittees meeting, as posted, were adopted as final without objection.

**2. Minor Corrections / Errata**

Time provided to address any requests for minor corrections / errata that may have been submitted prior to April 4, 2019.

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

**R17008 Aquilon Energy**

**Request:** Convert the NAESB WGQ Invoice, Allocation and Imbalance datasets to XML

**Discussion:** Ms. Hogge reminded participants of where we left off in the previous meeting. Additionally, Ms. Hogge informed participants that the concept of a “pilot test” was presented to the WGQ Executive Committee (EC) during the March 28, 2019 meeting. The EC was in favor of our approach. Participants agreed that this item will need to go back to the EDM and Contracts Subcommittees for a final review before finalizing and sending to the EC.

Participants reviewed and finalized the draft documentation. Ms. Munson, the Requester, agreed to present the documentation to her client and facilitate the “pilot test”. Ms. Munson will let the WGQ IR/Technical Chairs know when the “pilot test” is complete, including any issues that may be discovered. Results of the discussion can be found in Attachment 1 to these meeting minutes.

**R18013 Boardwalk Pipeline Partners LP, Northern Natural Gas, Dominion Energy Transmission Inc, and TransCanada Pipelines Limited**

**Request:** Modify NAESB WGQ Standard No. 4.3.49 to allow for processing functions at the line item level on Customer Activities websites and to allow for the use of icons and/or graphical control elements for navigation and/or processing functions.

**Discussion:** Ms. Hogge explained the request to participants. Additionally, it was determined that this item would not be voted on as it was not on the posted agenda. Results of the discussion can be found in Attachment 2 to these meeting minutes.

**R19001 Enbridge (U.S.) Inc.**

**Request:** Add new Sender’s Option data element “Location Fuel Area” to the following data set(s):

 NAESB WGQ Standard No. 0.4.4 Location Data Download

**Discussion**: Ms. Hogge explained the request to participants. Additionally, it was determined that this item would not be voted on as it was not on the posted agenda. Results of the discussion can be found in Attachment 3 to these meeting minutes.

**4. Other Business**

1. **Next Meeting Dates and Location**

**Discussion:** Ms. Hogge reminded participants that WGQ Joint IR/Technical Subcommittees meetings have been tentatively scheduled, as shown below, to coincide with NAESB Board of Directors and Executive Committee meetings. Decisions regarding future meetings will be determined on an as-needed basis.

**2019 Proposed Calendar**:

Note: The 2019 dates for the Executive Committee, Leadership and Board of Directors meetings are provided below for informational purposes only.

Dates / Locations for IR/Technical

Dates / Locations for EC or BOD Confirmed

| **Dates** | **Location** | **Host** | **Meeting** | **Time** |
| --- | --- | --- | --- | --- |
| Sep 3-4, 2019(Tentative) | Houston, TX | TBD | IR/Tech | 9/3 – 9:00am – 4:00pm Central9/4 – 9:00am – 1:00pm Central |
| Sep 4, 2019 | Houston, TX | NAESB | Leadership Mtg | 4:00pm – 5:30pm Central |
| Sep 5, 2019 | Houston, TX | NAESB | Board Mtg | 9:00am – 1:00pm Central |
| Oct 15-16, 2019(Tentative) | Richmond, VA | Dominion Energy | IR/Tech | 9:00am – 4:00pm Eastern |
| Oct 17, 2019 | Richmond, VA | Dominion Energy | EC | 10:00am – 4:00pm Eastern |
| Dec 10-11, 2019(Tentative) | Houston, TX | TBD | IR/Tech | 12/10 – 9:00am – 4:00pm Central12/11 – 9:00am – 1:00pm Central |
| Dec 11, 2019 | Houston, TX | NAESB | Leadership Mtg | 4:00pm – 5:30pm Central |
| Dec 12, 2019 | Houston, TX | NAESB | Board Mtg | 9:00am – 1:00pm Central |

1. **Adjourn**
2. **Meeting Attendees: (bold indicates Subcommittee Chair/EC Representative)**

| **Attendee** | **Organization** | **4/9/19** | **4/10/19** |
| --- | --- | --- | --- |
| **Pipelines:** |  |  |  |
| Mark Gracey | Kinder Morgan Inc. | ✓ | ✓ |
| Ronnie Hensley | Southern Star Central Gas Pipeline | ✓1 | ✓1 |
| Micki Hoffee | Northern Natural Gas | ✓1 | ✓1 |
| **Rachel Hogge**  | **Dominion Energy Transmission Inc.** | ✓ | ✓ |
| Nichole Lopez | Kinder Morgan Inc. | ✓NV | ✓NV |
| Marcy McCain | Enbridge (U.S.) Inc. | ✓ | ✓ |
| Steve McCord | TransCanada Pipelines, Ltd. | ✓ | ✓ |
| **Kim Van Pelt** | **Boardwalk Pipeline Partners, LP** | ✓ | ✓ |
|  |  |  |  |
| **Services:** |  |  |  |
| Amanda Farris | 44Farris, LLC | ✓1 | ✓ |
| Sylvia Munson | Aquilon Energy | ✓1 | ✓1 |
|  |  |  |  |
| **Producers:** |  |  |  |
|  |  |  |  |
| **End Users:** |  |  |  |
|  |  |  |  |
| **LDCs:** |  |  |  |
| David Crabtree | Peoples Gas System | ✓1 | -- |
|  |  |  |  |
| **Associations:** |  |  |  |
|  |  |  |  |

✓1 – via phone

NV – no vote