**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 – June 12, 2019

**DATE:** June 13, 2019

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

 **Date: June 12, 2019**

 **Conference Call and Webcast**

**1. Administrative:**

**Welcome and Introductions** – Ms. Hogge welcomed everyone to the meeting. The participants on the phone introduced themselves.

 **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 April 9-10, 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 June 10, 2019.

**MC19010 Kinder Morgan Inc.**

**Request:** Modify the Condition of the Service Requester Contract to accommodate the Pathed Non-Threaded (Unthreaded) segment in the following data set(s):

 NAESB WGQ Standard No. 1.4.2 Nomination Quick Response

**Discussion:** Ms. Hogge reviewed the request with participants. Ms. Lopez explained that when the condition of the data element ‘Service Requester Contract’ in the Nomination data set was modified in R17002, corresponding modifications were not made to the Nomination Quick Response. Results of the discussion can be found in Attachment 2 to these meeting minutes. Participants determined that it would be best to wait until parties with more technical experience had a chance to review the results before voting on the proposed modifications.

**MC19012 Kinder Morgan Inc.**

**Request:** Modify the following data set(s) to accommodate the new data element ‘Service Requester Agent’:

 NAESB WGQ Standard No. 1.4.2 Nomination Quick Response

**Discussion:** Ms. Hogge reviewed the request with participants, and explained that when the new data element ‘Service Requester Agent’ was added to the Nomination data set in R16005, corresponding modifications were not made to the Nomination Quick Response. Results of the discussion can be found in Attachment 3 to these meeting minutes. Participants determined that it would be best to wait until parties with more technical experience had a chance to review the results before voting on the proposed modifications.

**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:** No updates were provided for this meeting. Ms. Hogge stated that she would contact Ms. Munson prior to the next scheduled meeting to get a current status of the testing that is being conducted by Aquilon Energy.

**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 reminded participants that this request had already been processed, and was awaiting a vote. She suggested that voting be postponed until after the WGQ EDM meeting, scheduled for June 20, 2019. Participants agreed to postpone the vote for this item.

**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 reminded participants that this request had already been processed, and was awaiting a vote. Participants reviewed the recommendation and voted. Results of the discussion can be found in Attachment 1 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** |
| --- | --- | --- | --- | --- |
| June 25, 2019 | Conf Call / Webcast |  | IR/Tech | 9:30am – 10:30am Central |
| 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** | **6/12/19** |
| --- | --- | --- |
| **Pipelines:** |  |  |
| Christopher Burden | Enbridge (U.S.) Inc. | ✓ |
| Tom Gwilliam | Iroquois Gas Transmission | ✓ |
| Ronnie Hensley | Southern Star Central Gas Pipeline | ✓ |
| **Rachel Hogge**  | **Dominion Energy Transmission Inc.** | ✓ |
| Nichole Lopez | Kinder Morgan Inc. | ✓ |
| Marcy McCain | Enbridge (U.S.) Inc. | ✓ |
| Steve McCord | TransCanada Pipelines, Ltd. | ✓ |
|  |  |  |
| **Services:** |  |  |
|  |  |  |
| **Producers:** |  |  |
|  |  |  |
| **End Users:** |  |  |
|  |  |  |
| **LDCs:** |  |  |
| Pete Connor | American Gas Association | ✓ |
|  |  |  |
| **Associations:** |  |  |
|  |  |  |

✓1 – via phone

NV – no vote