**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 – July 17, 2019

**DATE:** July 18, 2019

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

 **Date: July 17, 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 June 12, 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 July 12, 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 posted workpaper. Participants continued to review the proposed modifications. Results of the discussion can be found in Attachment 1 to these meeting minutes.

**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 posted workpaper. Participants continued to review the proposed modifications. Results of the discussion can be found in Attachment 2 to these meeting minutes.

**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 stated that there were no updates were provided for this meeting. Participants agreed that this item would not be discussed again until there is a response from the requesting party.

**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 reviewed the status of the request with participants, informing everyone that the EDM Subcommittee had discussed and voted on this item in a July 12, 2019 conference call. Additionally, Ms. Hogge shared a draft recommendation form with the group, which included the proposed modifications from both the BPS and EDM subcommittees. Participants determined that no additional work was needed by the IR/Technical Subcommittees. 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 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** | **7/17** |
| --- | --- | --- |
| **Pipelines:** |  |  |
| Christopher Burden | Enbridge (U.S.) Inc. | ✓NV |
| Mark Gracey | Kinder Morgan Inc. | ✓ |
| Ronnie Hensley | Southern Star Central Gas Pipeline | ✓ |
| Micki Hoffee | Northern Natural Gas | ✓ |
| **Rachel Hogge**  | **Dominion Energy Transmission Inc.** | ✓ |
| Nichole Lopez | Kinder Morgan Inc. | ✓ |
| Marcy McCain | Enbridge (U.S.) Inc. | ✓ |
| Steve McCord | TransCanada Pipelines Limited | ✓ |
| Kim Van Pelt | Boardwalk Pipeline Partners, LP | ✓ |
|  |  |  |
| **Services:** |  |  |
|  |  |  |
| **Producers:** |  |  |
|  |  |  |
| **End Users:** |  |  |
|  |  |  |
| **LDCs:** |  |  |
| Pete Connor | American Gas Association | ✓ |
|  |  |  |
| **Associations:** |  |  |
|  |  |  |

✓1 – via phone

NV – no vote