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

 NAESB WGQ Technical Subcommittee Participants

 Posting for Interested Industry Participants

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

 Kim Van Pelt, Chair, NAESB WGQ Technical Subcommittee

**RE:** **Agenda** – NAESB WGQ Joint Information Requirements / Technical Subcommittees Meeting

**DATE:** November 18, 2019

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

**Conference Call and Webcast also available**

**Date / Time: December 10, 2019 10:00am – 2:30pm Central**

**Host: Kinder Morgan Inc**

 **Location: 1001 Louisiana**

 **Houston, TX 77002**

 **Contact: Nichole Lopez (713) 420-7123**

 **Nichole\_Lopez@kindermorgan.com**

**NOTE: For security purposes, please advise the NAESB Office if you plan to attend so that a list can be provided to the host company.**

Discussion, Q&A, and a balanced vote for each item – as time permits and in the order that best utilizes the subcommittees’time.

1. **Administrative:**

Welcome and Introductions

Anti-trust Guidelines (<http://www.naesb.org/misc/antitrust_guidance.dom>)

Adoption of Agenda

Approval of Prior Meeting Minutes

1. **Minor Corrections / Errata**

Time provided to address any minor correction requests submitted **prior to December 4, 2019.**

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

* **R19011 Multiple Pipelines**

**Request:** Review and modify, as necessary, the EDI data set structure of NAESB WGQ Standard Nos. 3.4.1 (Transportation/Sales Invoice), 3.4.4 (Service Requester Level Charge/Allowance Invoice), and 2.4.4 (Shipper Imbalance) to ensure the data sets comply with the hierarchical structure of the 811 ASC x12 data set and can be successfully used by Trading Partners.

1. **Other Business**
2. **Next Meeting Dates and Location**
3. **Adjourn**