**via posting**

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

**FROM:** Elizabeth Mallett, NAESB Deputy Director

**RE:** Final Minutes from Joint RMQ BPS and WEQ BPS Conference Call – October 25, 2021

**DATE:** October 26, 2021

**NORTH AMERICAN ENERGY STANDARDS BOARD**

**Joint RMQ/WEQ Business Practices Subcommittee**

**Conference Call with Webcasting**

**Monday, October 25, 2021 – 10:00 AM to 12:00 PM Central**

**FINAL MINUTES**

1. **Welcome**

Ms. Sieg opened the meeting, welcomed the participants, and conducted introductions. Ms. Trum provided the Antitrust and Other Meeting Policies reminder. Ms. Crockett moved to adopt the agenda as final. Ms. Townley seconded the motion. The motion passed without opposition.

The participants reviewed the October 12, 2021 draft minutes. One minor edit was made. Ms. Crockett moved to adopt the revised draft minutes as final. Ms. Townley seconded the motion which passed without opposition.

The revised October 12, 2021 final minutes may be accessed at the following link: <https://naesb.org//pdf4/weq_bps_rmq_bps101221fm.docx>.

1. **Discussion and Vote on 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. Sieg reviewed examples of inter-registry transfers and compatible tracking systems in the [Method of Transfers Examples Work Paper](https://naesb.org/pdf4/weq_bps_rmq_bps102521w1.docx). She stated that the technical implementation should allow the ability to choose one of the methods, but not necessarily list the options in the standards. Mr. Weinstein asked whether the registry transfers should be confirmed as working. Ms. Crockett stated that, instead of pipeline designation, the category will be Method of Transfer, including the Inter-registry, Intra-registry, Attestation, and Attestation & GIS. Mr. Weinstein suggested reaching out to APX to confirm the transfers listed. The participants agreed that a list of inter-registry transfers would not be necessary for the technical implementation.

The participants reviewed the Method of Transfer data element in [Attachment D Transaction Confirmation](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps101221a1.xlsx). Ms. Sieg stated that those with more than one account may need additional options other than the four listed. The data element for Delivery Method Transfer was modified and the subcommittees created a code value for Method of Transfer. Ms. Crockett asked whether there were any other items that were discussed during the last meeting that needed to be updated. No suggestions were offered.

The subcommittees reviewed the [Status & Parking Lot Work Paper](https://naesb.org/pdf4/weq_bps_rmq_bps102521w2.docx) and marked the rows containing Attachment D Data Dictionary and Attachment D Code Values as “Complete.”

The participants turned their attention to [Attachment E: Invoice Dataset](https://naesb.org/member_login_check.asp?doc=weq_bps_rmq_bps102521w3.xlsx). Ms. Crockett stated that references to the gas standard will need to be updated as the final revision to the document. She proposed that the subcommittees conduct a high-level review of the Business Name and Definition columns during the meeting to determine whether they are applicable to renewable energy certificates. Next, she will work offline to fill in the attributes and condition references to be presented during the next meeting.

The participants updated the Code Values Dictionary and deleted items concerning the Mexican and Canadian Addendums. Mr. Allen stated that his company has invoices that he could submit for the subcommittee to use as examples, including various prepayment invoices and estimated bills. The invoice status code value was modified to note that there are multiple other pre-payment invoices. The Unit of Measure code value chart was revised to delete the Gigajoules, MCF, and MMBTU code values. “REC” was added as a code value to the chart.

Ms. Crockett asked the participants to send in an example of invoices (without proprietary information) before the next meeting. This will enable the subcommittees to capture the fields that are currently in use.

The Attachment D: Transaction Confirmation, as revised during the meeting, may be accessed at the following link: <https://naesb.org//member_login_check.asp?doc=weq_bps_rmq_bps102521a3.xlsx>.

The Attachment E: Invoice Dataset, as revised during the meeting, may be accessed at the following link: <https://naesb.org//member_login_check.asp?doc=weq_bps_rmq_bps102521a2.xlsx>.

The Status & Parking Lot Work Paper, as revised during the meeting, may be accessed at the following link: <https://naesb.org//pdf4/weq_bps_rmq_bps102521a1.docx>.

1. **Next Steps**

Ms. Crockett asked the participants to send in an example of an invoice without proprietary information before the next meeting.

The next joint RMQ/WEQ BPS meeting is scheduled for November 30, 2021 from 10:00 AM to 12:00 PM Central. During the meeting, the participants will continue addressing the NAESB Base Contract for Renewable Energy Certificates (RECs) under 2021 RMQ Annual Plan Item 2.b and 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.

1. **Adjourn**

The meeting adjourned at 11:21 AM Central on a motion by Ms. Crockett. Ms. Townley seconded the motion which passed without opposition.

**5. Attendance**

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| **First Name** | **Last Name** | **Organization** |
| Adrian | Allen | Bonneville Power Administration |
| Dawna | Aragon | Tennessee Valley Authority |
| Valerie | Crockett | Tennessee Valley Authority |
| Elizabeth | Mallett | North American Energy Standards Board |
| Catherine | Meiners | Electric Reliability Council of Texas |
| Robin | Rebillard | Manitoba Hydro |
| Lisa | Sieg | LG&E and KU Energy |
| Tracy | Townley | Avista Corporation |
| Caroline | Trum | North American Energy Standards Board |
| Karen | Utt | Tennessee Valley Authority |
| Jeremy | Weinstein | PacifiCorp |