**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 – October 15-16, 2019

**DATE:** October 22, 2019

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

 **Date: October 15-16 2019**

 **Location: Richmond, VA**

**1. Administrative:**

**Welcome and Introductions** – Ms. Hogge welcomed everyone to the meeting, and thanked Dominion Energy for hosting the meeting. The participants in the room and 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 modified to remove MC19014 and adopted without objection.

**Approval of Prior Meeting Minutes** **–** The draft minutes and attachments for the September 3-4, 2019 NAESB WGQ Joint Information Requirements / Technical Subcommittees meeting, as posted, were modified and 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 October 11, 2019.

**MC19015 Enbridge (U.S.) Inc.**

**Request:** Review the condition and code values for the data element ‘Discount Indicator’ to ensure correct implementation for the EBB Creation and the EBB/EDI Download in WGQ Standard No. 5.4.24 – Offer.

**Discussion:** Ms. McCain reviewed the request, explaining that the issue started with a question from another pipeline regarding a note that is included in the Code Values Dictionary for data element ‘Discount Indicator’ for code value ‘4’. After researching the history of the data element and its usage, participants determined that 1) the usage for the EBB Creation should be modified to Business Conditional; and 2) the condition statement “Mandatory when present in the creation of the Offer” should be removed. These two modifications cannot be made through the Minor Correction process. Ms. Hogge will draft a new Request to correct the issue.

**MC19016 Kinder Morgan Inc.**

**Request:** Add one new Sender’s Option data element “Reference Identification” to the EDI implementation only of the following data sets:

 NAESB WGQ Standard No. 5.4.16 System-Wide Notices

 NAESB WGQ Standard No. 5.4.17 Note/Special Instruction

 NAESB WGQ Standard No. 5.4.24 Offer

 NAESB WGQ Standard No. 5.4.25 Bid

 NAESB WGQ Standard No. 5.4.26 Award Download

 NAESB WGQ Standard No. 5.4.27 Withdrawal Download

**Discussion:** Ms. Lopez reviewed the request with participants, explaining that when responding to the Upload of Request for Download of Posted Datasets (UPRD), it would be helpful to refer back to the request itself. Such a reference exists in the Operational Capacity dataset; however, there is no such reference in the other data sets that can be requested in the UPRD. Ms. Lopez specified that this Minor Correction was not intending to add a new data element to the UPRD data set, but rather to use a data element that already exists in the ASC X12, as it does in the Operational Capacity dataset.

Participants first looked at the ASC X12 864 Transaction Set, used for System-Wide Notices. The 864 does not include a reference identifier like what is used in the Operational Capacity. As participants reviewed the other data sets listed in the Minor Correction, it was determined that to accomplish this request, a new data element would need to be added to each of the listed data sets, which would require a request being submitted to the Business Practices Subcommittee (BPS).

Ms. Lopez will review further to determine the next steps. At this time, this Minor Correction will remain pending until further direction is given by Ms. Lopez.

**MC19017 Kinder Morgan Inc.**

**Request:** Modify the definition of the Transaction Type code value ‘PAL Balancing (148)’ to allow for the transferring of quantities between contracts in WGQ Standard No. 1.4.1 – Nomination.

**Discussion:** Ms. Lopez reviewed the request with participants, explaining that there are some instances when PAL Balancing transactions occur between contracts, in addition to between locations. Instead of requesting a new code value, Kinder Morgan proposed to modify the existing code value definition of the ‘PAL Balancing’ code value. In addition to the Nomination data set, corresponding modifications were made in the following data sets:

 NAESB WGQ Standard No. 1.4.5 Scheduled Quantity

 NAESB WGQ Standard No. 2.4.1 Pre-determined Allocation

 NAESB WGQ Standard No. 2.4.3 Allocation

 NAESB WGQ Standard No. 2.4.4 Shipper Imbalance

 NAESB WGQ Standard No. 3.4.1 Transportation / Sales Invoice

Results of the discussion can be found in Attachment 1 to these meeting minutes.

**MC19018 Kinder Morgan Inc.**

**Request:** Correct the usage of data element ‘Route’” in the Pathed Non-Threaded – Unthreaded in WGQ Standard No. 1.4.1 – Nomination.

**Discussion:** Ms. Lopez reviewed the request with participants, explaining that Routes do not exist in an Unthreaded transaction, and therefore should have a usage of ‘not used’. The usage of the ‘Route’ data element was modified in the following data sets:

NAESB WQG Standard No. 1.4.1 Nomination

 NAESB WGQ Standard No. 1.4.5 Scheduled Quantity

 NAESB WGQ Standard No. 2.4.4 Shipper Imbalance

Corresponding modifications were made to the ASC X12 Implementation Guides. Results of the discussion can be found in Attachment 2 to these meeting minutes.

**MC19019 Kinder Morgan Inc.**

**Request:** Modify the descriptions of data elements ‘Permanent Release Indicator’, ‘Prearranged Deal Indicator’, ‘Previously Released Indicator’, and ‘Releaser Designation of Acceptable Bidding Basis’ in the respective Transaction Set Tables in WGQ Standard No. 5.4.24 – Offer.

**Discussion:** Ms. Lopez reviewed the request with participants, explaining that during a review of the ASC X12 Implementation Guide for the Offer, it was discovered that the code value descriptions in the Transaction Set Tables for the ‘Permanent Release Indicator’, ‘Prearranged Deal Indicator’, ‘Previously Released Indicator’, and ‘Release Designation of Acceptable Bidding Basis’ data elements were not consistent with the code value descriptions in the Code Values Dictionary.

Participants reviewed each data element, and the respective code values, and modified the descriptions in the Transaction Set Tables, as needed, for the following data sets:

NAESB WGQ Standard No. 5.4.24 Offer

 NAESB WGQ Standard No. 5.4.26 Award Download

Results of the discussion can be found in Attachment 3 to these meeting minutes.

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

**R19011 Multiple Pipelines – see Request for full list**

**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.

**Discussion**: Ms. Hogge reminded participants of the work that was completed on this request during the previous meeting. Ms. McCain identified an issue in the new 811 Transaction Set for the Transportation / Sales Invoice, where some segments were marked with ‘Must Use’ while others were marked with ‘M’. Ms. Van Pelt explained that this was a setting in the EDISM that could be modified. Ms. Hoffee said she would review the settings and make the necessary corrections.

Ms. Van Pelt suggested reviewing the ASC X12 implementations again, specifically the Loop Repeats and Max Usages. She suggested that we consider modifying these two attributes so that they represent the actual usage of the segments based on the data elements included in the respective segment. Participants reviewed the ASC X12 implementations of the Transportation/Sales Invoice, Service Requester Level Charge/Allowance Invoice, and Shipper Imbalance, and modified, as needed. The draft recommendation form will be modified to reflect the additional changes. Additionally, Ms. Hoffee will modify the “new 811” document previously created. Additionally, when finalized and approved, Ms. Van Pelt and Ms. Hoffee will work with the NAESB office so that the “new 811” can be exported/imported into the respective data set’s EDISM.

**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** |
| --- | --- | --- | --- | --- |
| Dec 9-10, 2019 | Houston, TX | TBD | IR/Tech | 12/9 – 10:00am – 4:00pm Central12/10 – 9:00am – 1:00pm Central |
| Dec 10, 2019 | Houston, TX | NAESB | Leadership Mtg | 4:00pm – 5:30pm Central |
| Dec 11 2019 | Houston, TX | NAESB | Board Mtg | 9:00am – 1:00pm Central |

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

| **Attendee** | **Organization** | **10/15/19** | **10/16/19** |
| --- | --- | --- | --- |
| **Pipelines:** |  |  |  |
| Christopher Burden | Enbridge (U.S.) Inc. | ✓NV | ✓NV |
| Mark Gracey | Kinder Morgan Inc. | ✓ | ✓ |
| Tom Gwilliam | Iroquois Gas Transmission | -- | ✓ |
| Ronnie Hensley | Southern Star Central Gas Pipeline | ✓1 | -- |
| Micki Hoffee | Northern Natural Gas | ✓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** | ✓ | ✓ |
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| **Services:** |  |  |  |
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| **Producers:** |  |  |  |
|  |  |  |  |
| **End Users:** |  |  |  |
|  |  |  |  |
| **LDCs:** |  |  |  |
|  |  |  |  |
| **Associations:** |  |  |  |
|  |  |  |  |

✓1 – via phone

NV – no vote