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

 NAESB WGQ Technical Subcommittee Participants

 Interested Industry Participants

**FROM:** Rachel Hogge & Nichole Lopez, Co-chairs, WGQ Information Requirements Subcommittee

 Kim Van Pelt & Steve McCord, Co-chairs, WGQ Technical Subcommittee

**RE: Draft Minutes**

WGQ Joint Information Requirements / Technical Subcommittees Meeting – Nov 4, 2021

**DATE:** Nov 4, 2021

**WGQ Joint Information Requirements / Technical Subcommittees**

 **Date: Nov 4, 2021 Virtual Meeting**

**1. Administrative:**

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

 **Anti-trust Guidelines -** Ms. Hogge reminded participants of the practice 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 Aug 18, 2021 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 Oct 29, 2021.

* **MC21008** **Kinder Morgan Inc.**

**Request:** Add new code value(s) for data element ‘Rate Identification Code’ to the following data sets:

NAESB WGQ Standard No. 5.4.20 Transactional Reporting – Capacity Release

 NAESB WGQ Standard No. 5.4.21 Transactional Reporting – Firm Transportation

 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

**Discussion:** Ms. Lopez reviewed the request with participants. Results of the discussion can be found in Attachment 1 to these meeting minutes.

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

* **WGQ Annual Plan Item 2 – Update Standards Matrix Tool for Ease of Use**

**Request:** Update the reference tool developed for Version 3.1 to reflect modifications applicable to Version 3.2.

**Discussion:**  Participants completed review of the Standards Matrix for Standards Version 3.2. The format of the matrix was modified for ease of use. The standards that were modified in this version are highlighted and include red-lines. Results can be found in Attachment 2 (member version) and Attachment 3 (non-member version).

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

**Discussion: Ms**. Hogge reminded participants that WGQ Joint IR/Technical Subcommittees meetings will be scheduled, as needed, and will try to coincide with NAESB Board of Directors and Executive Committee meetings, as shown below.

Dates / Locations for IR/Technical

Dates / Locations for EC or BOD Confirmed

| **Dates** | **Location** | **Host** | **Meeting** | **Time** |
| --- | --- | --- | --- | --- |
| Dec 9, 2021 | Conf Call / Webcast | NAESB | Board Mtg | 9:00am – 1:00pm Central |

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

| **Attendees** | **Organization** | **11/4/2021** |
| --- | --- | --- |
| **Pipelines:** |  |  |
| Christopher Burden | Enbridge (U.S.) Inc. | ü |
| Mark Gracey | Kinder Morgan Inc. | NV |
| Brandon Hajek | Northern Natural Gas | NV |
| Micki Hoffee | Northern Natural Gas | ü |
| **Rachel Hogge**  | Eastern Gas Transmission and Storage Inc. | ü |
| **Nichole Lopez** | Kinder Morgan Inc. | ü |
| **Steve McCord** | TC Energy Corporation | ü |
| **Kim Van Pelt** | Boardwalk Pipelines | ü |
|  |  |  |
| **Services:** |  |  |
|  |  |  |
| **Producers:** |  |  |
|  |  |  |
| **End Users:** |  |  |
|  |  |  |
| **LDCs:** |  |  |
|  |  |  |

 NV – No Vote