**May 2, 2025**

**TO:** NAESB Wholesale Gas Quadrant (WGQ) Executive Committee and Interested Industry Participants

**FROM:** Amrit Nagi, Staff Attorney

**RE:** WGQExecutive Committee Meeting Draft Minutes – March 27, 2025

**NORTH AMERICAN ENERGY STANDARDS BOARD**

**WHOLESALE GAS QUADRANT**

**EXECUTIVE COMMITTEE**

**Thursday, March 27, 2025 – 1:00 PM to 4:00 PM Central**

**Oncor, 1616 Woodall Rogers Frwy., Dallas, Texas**

**DRAFT MINUTES**

**1. Welcome**

Ms. Hogge called the meeting to order and welcomed the WGQ Executive Committee (EC) members, alternates and other participants. Ms. Hogge thanked Ms. McKeever and Oncor for hosting the meeting. Ms. Nagi reminded the participants that the [NAESB Antitrust Guidelines and Other Meeting Policies](http://www.naesb.org/misc/antitrust_guidance.doc) were in effect and called the roll of the WGQ EC members and alternates. Quorum was established.

Ms. Hogge welcomed new WGQ EC members, Steve McCord with TC Energy and Keith Sappenfield with KS Energy Consultant, and the new WGQ alternate, Nichole Lopez with Kinder Morgan.

**2. Consent Agenda**

Ms. Hogge reviewed the consent agenda with the participants, which included the adoption of the [agenda](https://www.naesb.org/pdf4/ec032725a.docx) and the [draft meeting minutes](https://naesb.org/pdf4/wgq_ec102424dm.docx) from the October 24, 2024 meeting. Mr. Burden moved, seconded by Mr. McCord, to adopt the consent agenda. The motion passed a simple majority vote.

1. **Review and consider the recommendation for R24004 – Request to add additional Data Elements to the NAESB WGQ Standard 3.4.1 Transportation/Sales Invoice dataset to accommodate the practice of charging Distance Based Rates for transportation services**

Ms. Hogge reviewed the [recommendation](https://naesb.org/member_login_check.asp?doc=wgq_R24004_rec_112224.docx). She explained that the request involved the addition of a data element to the Transportation Sales Invoice dataset to support distance-based transportation rate practices. Ms. Hogge noted that three business data elements and corresponding code values were added to accommodate the request. She stated that the recommendation was reviewed and approved during the IR/Technical meeting in November of the previous year. Ms. Hogge also acknowledged that the American Gas Association had submitted comments and invited Mr. Connor, acting as an alternate for Mr. Agen, to provide any input or discussion.

Mr. Connor provided an overview of the [Comments Submitted by M. Agen, American Gas Association](https://www.naesb.org/pdf4/wgq_112524reqcom_aga.pdf). He clarified that while AGA recognizes TC Energy’s FERC-approved tariff for mileage-based rates and does not oppose it, such rate structures are not common in the industry. He stated that discussions in the Business Practices Subcommittee revealed no other similar provisions.

AGA’s position, Mr. Connor explained, is that Request R24004 does not warrant NAESB standardization. He stated that not adopting the request would not prevent TC Energy from applying its tariff, but adopting it could imply that noncommon provisions are standard practice. He cautioned that this may create a false sense of industry-wide acceptance for a unique rate mechanism. Mr. Connor added that previous requests involving uncommon provisions were also not standardized. He concluded by reaffirming AGA’s long-standing support for NAESB efforts, while noting that it does not support standardizing every individual tariff provision.

Ms. Hogge opened the floor for further discussion or questions regarding the recommendation or the submitted comments.

Mr. McCord noted that without standardization for communicating information to customers via EDI, it would be difficult to send the data electronically in a clear and consistent format. He explained that while the information could be provided on a paper invoice, an EDI transmission would require a standardized approach. He also stated that if there was not customer demand for EDI data, he would be open to not including it.

Ms. Van Pelt highlighted regulatory requirements for comparability, noting that information presented via EDI must be consistent with that provided through other means, such as paper invoices. She also reminded the group of the lengthy standardization process that took place 20 to 25 years ago to ensure consistency across Electronic Bulletin Boards (EBBs) and other communications.

Mr. Spangler added that while mileage-based rates are not yet common, he believed that standardization would help prevent inconsistent implementation across pipelines. He stated that having a clear standard would allow other pipelines to adopt the same practice if needed.

Mr. Schoene asked if AGA’s concerns were based on the potential for the standard to encourage broader adoption of mileage-based rates. Mr. Connor clarified that AGA’s position was not about discouraging the practice, but rather about avoiding the creation of a standard for provisions that were unique to a single pipeline. Ms. Van Pelt reiterated that pipelines and customers typically follow tariff proceedings set by the Commission, not NAESB, for tariff modifications. She noted that the standardization was intended to ensure that EDI datasets aligned with paper invoices, facilitating transparency for customers.

Mr. Burden agreed that the value of the standard was in providing a clear framework for others who may consider adopting mileage-based rates, and Mr. McCord clarified that the standardization would ensure consistent communication of the rate structure, even if the calculations remain unique to each pipeline.

Mr. Busch sought clarification on whether the standard was truly about standardizing the communication of the rate rather than the rate calculation itself. Ms. Hogge confirmed that the standard was focused on the implementation guidelines for communicating mileage-based rates through EDI, not on altering how pipelines calculate rates.

Mr. Dibble asked what was the missing data elements on the current EDI invoices. Mr. McCord explained that the missing elements were mileage, the unit of measurement (miles or kilometers), and whether the charge was calculated daily or monthly. Mr. Dibble then asked how adoption would impact pipelines that do not use mileage-based rates. Mr. McCord responded that the implementation was designed to be optional for pipelines, meaning they would not be required to make changes unless they chose to adopt the standard.

Ms. Hogge asked if there were any further questions or discussions on the item before requesting a motion to adopt the recommendation, noting that a roll-call vote would be required for this supermajority item. Mr. McCord moved, seconded by Mr. Spangler to adopt the recommendation. Ms. Hogge called for a roll call vote. During the meeting, not enough votes were cast to make a determinization on the motion, necessitating a notational ballot. [Vote 1]

1. **Consideration and Vote on Minor Corrections**

MC25002 – Minor Correction to WGQ Version 4.1 Standard Nos. 2.4.3 – Allocation, 2.44 – Shipper Imbalance, and 2.4.5 – Measurement Information to add a Code Value for data element Rate Identification Code to describe the rate charged for a lateral.

Ms. Hogge reviewed the [Minor Correction](https://naesb.org/pdf4/wgq_mc25002.docx). She stated that the Minor Correction adds a code value for the statement basis in the Allocation, Shipper Imbalance, and Measurement Information datasets. Ms. Hogge clarified that the Joint IR and Technical Subcommittees had worked on this item earlier that day, and the proposed changes had passed unanimously. She further explained that the issue was identified while reviewing the TIBP (Technical Implementation and Business Process) documents, which did not include the new code value, “Confirmed/Scheduled,” for the datasets. The existing code values, “Actual,” “Estimate,” and “Revision,” had already been included, and the new value was added to align with the data element in each dataset.

Ms. Hogge asked the participates if there were any questions. None were offered.

MC25006 – Minor correction to NAESB WGQ 6.3.1 – NAESB Base Contract for Sale and Purchase of Natural Gas to correct the existing 2.17 Definition of “ECS”

Ms. Hogge asked Mr. Sappenfield to review the [Minor Correction](https://naesb.org/member_login_check.asp?doc=wgq_mc25006.doc). He explained that during work on the Hydrogen Base Contract and the RNG Addendum updates, the Contracts Subcommittee discovered that the ECS definition referenced the old manual for EDM and Cybersecurity. The change being proposed was simply to update this reference to the new NAESB WGQ Cybersecurity-Related Standards, which were finalized in 2024. He thanked the NAESB staff for their efforts in identifying the necessary updates to make this correction.

Ms. Hogge asked the participants if there were any questions on either minor correction. None were offered. Ms. Van Pelt moved, seconded by Mr. McCord, to adopt the minor corrections. The motion passed a simple majority vote.

**5. Subcommittee Updates**

Triage Subcommittee

Mr. Booe provided the update. He stated that since the last meeting of the WGQ EC, there have been triage dispositions of four requests for standards development. Standards Request R24006, submitted jointly by Iroquois Gas Transmission, L.P. and TC Energy, proposes adding two new data elements, "Off-System Downstream Contract Indicator" and "Off-System Upstream Contract Indicator," to the Nomination and Scheduled Quantity Datasets in NAESB WGQ Version 4.0 to track gas nominations and scheduled quantities linked to off-system contracts. Additionally, these indicators would also be incorporated into the nomination key for better identification and management of these contracts. [Standards Request R25001](https://naesb.org/pdf4/r25001.docx), submitted by Enercross, proposes modification to NAESB WGQ Standard No. 1.4.5 (Scheduled Quantity) to include missing pool volumes in the Scheduled Quantity dataset. [Standards Request R25002](https://naesb.org/member_login_check.asp?doc=R25002.docx), submitted by Enercross, proposes modification to NAESB WGQ Standard 5.4.25 to make certain information mandatory in the Bid, Offer, and Award Download datasets, and the “Replacement Shipper Contract” data element in the Offer and Award Download datasets. Additionally, [Standards Request R25003](https://naesb.org/member_login_check.asp?doc=R25003.docx), submitted by Enercross proposes modifications to the timelines included in NAESB WGQ Standard No. 1.3.37 - Nomination Related Standards. Mr. Booe stated that these requests were assigned to the WGQ BPS and a meeting was held earlier in the week to begin discussion on these requests. He noted that during the meeting, it was agreed that workpapers would be requested to provide additional clarity. Mr. Booe stated that a follow-up meeting is scheduled for April 11, 2025, and an agenda will be sent out shortly. He encouraged anyone interested in this discussion to participate in the meetings.

Business Practices Subcommittee (BPS)

Mr. McCluskey provided the update. He noted that the last meeting, held on March 25, 2025, focused on reviewing the four requests from the companies involved. A follow-up call is scheduled for April 11, 2025, to continue the discussion. Some points from the previous meeting require further clarification, which the parties will provide. Mr. McCluskey encouraged anyone interested to participate in the upcoming meeting. He concluded by asking if Mr. Schoene had any additional comments.

Mr. Busch inquired about the meeting announcements, asking whether they would be distributed or if participants needed to find them independently. Mr. Booe confirmed that the announcements would be sent to the BPS distribution list and that Mr. Busch should receive the notice. Mr. Busch also asked about the meeting time, to which Ms. Nagi clarified that it would be from 1:00 to 3:30 PM Central.

Mr. Connor shared his thoughts on the recent BPS meeting, emphasizing the complexity of the four submitted requests and the importance of carefully understanding the goals behind them. He noted that the upcoming meeting would help clarify some of the details along with the examples requested.

Ms. Van Pelt asked whether the meeting could be rescheduled from Friday afternoon. Mr. McCluskey acknowledged the feedback and stated that he is willing to work with participants to accommodate others’ schedules, when possible. Mr. Schoene agreed and stated that he and Mr. McCluskey would work to reschedule based on the feedback.

Electronic Delivery Mechanisms (EDM) Subcommittee

Mr. Burden provided the update. Mr. Burden noted that there is an upcoming item in the annual plan, WGQ Annual Plan Item 1, to review WGQ Cybersecurity Related Standards and Appendices, including data fields and minimum technical characteristics, and revise as needed, in the third quarter of this year.

Joint Information Requirements and Technical Subcommittees (IR/Technical)

Ms. Hogge provided the update. She noted that since the last EC meeting, there had been two IR/Technical meetings. The first was to discuss the request previously mentioned, and the second, held that morning, was to complete a review of the minor correction that was just approved. She added that the subcommittee completed a review of Annual Plan Item 2, which updates the standards matrix for the new Version 4.0, and that [the updated document](https://naesb.org/member_login_check.asp?doc=wgq_ir_tech032725w1.xlsx) will be posted on the NAESB website in the following days.

Ms. Hogge also stated that the Subcommittees intends to review the standards immediately after publication rather than waiting for action by the FERC in an effort to give those working on the implementation of changes earlier access to the resource.

Mr. Burden moved, seconded by Ms. Van Pelt, to approve the modifications to the standards matrix. The motion passed a simple majority vote.

Mr. Booe complimented the subcommittee’s work, noting that the tool was highly valued in the industry.

Contracts Subcommittee

Mr. Sappenfield provided the update. He reported that after eight months, the subcommittee had completed a draft of the Base Contract for the Sale and Purchase of Hydrogen (Hydrogen Contract) and the updates to the RNG Addendum for consistency with the Environmental Protections Agency’s Biogas Regulatory Reform Rule (BRRR). The Hydrogen Contact recommendation went out for industry comment on February 27, 2025, with comments due by March 31, 2025, and the RNG Addendum updates were voted out on March 19, 2025 with comments due by April 21, 2025.

He mentioned that once the comment periods close, the Contracts Subcommittee recommends that an ad hoc Executive Committee meeting be scheduled to address the recommendations in May or June. He also highlighted his participation in an offsite hydrogen market panel during CERA week, where the base contract received positive feedback. He noted that while the hydrogen market is still developing, future changes to the contract are expected.

Mr. Sappenfield noted that related Annual Plan items would need to be marked completed. He asked if there were any questions.

Mr. Schoene asked if it was typical to mark items as completed before they had received full Executive Committee approval. Mr. Booe clarified that the Annual Plan is updated based on subcommittee progress, so items are considered complete once they are finalized at the subcommittee level.

Mr. Dibble asked for an update on AIEN’s hydrogen contract standard. Mr. Sappenfield explained that AIEN is working on an international hydrogen contract, while the NAESB contract focuses on U.S. and Canadian transactions. Mr. Dibble inquired if AIEN’s hydrogen contract was still a work in progress. Mr. Sappenfield confirmed that AIEN’s work is ongoing, as international coordination is more complex than the domestic work NAESB is doing.

Mr. Dibble also asked if the minutes from the February 27, 2025 meeting had been posted. Mr. Booe stated that the [minutes](https://naesb.org/pdf4/wgq_contracts022725dm.doc) would be posted later that day.

Mr. Dibble asked for clarification on the vote outcome, specifically regarding the abstentions that were cast. Mr. Sappenfield confirmed there were abstentions, noting that participation had decreased over time as the hydrogen market is still in its early stages. Mr. Burden explained that Enbridge had abstained due to pending feedback from their Canadian counterparts, but there was no opposition to the contract.

**5. Adoption of the 2025 WGQ Annual Plan adopted by the Board of Directors on December 12, 2024**

Ms. Hogge reviewed the [revisions](https://www.naesb.org/pdf4/wgq_ec032725w1.docx) to the 2024 WGQ Annual Plan proposed by Mr. Buccigross. She suggested marking item 2, 4, and 5 as completed, and asked if there were any additional changes. Mr. Sappenfield moved, seconded by Ms. Van Pelt, to adopt the annual plan as [revised](https://naesb.org/pdf4/wgq_ec032725a1.docx). The motion passed without objection.

1. **Publication Schedule Review**

Mr. Booe provided a review of the [WEQ](https://www.naesb.org/misc/weq_publication_schedule_ver004_1.doc), [WGQ](https://www.naesb.org/misc/wgq_publication_schedule_ver004_1.doc), and [RMQ](https://www.naesb.org/misc/retail_publication_schedule_ver004_1.docx) publication schedules. He noted that the Revenue Committee has not recommended publication dates for the next versions of standards, as the industry is still working on implementing the previous version adopted by the Commission. The Wholesale Gas standards were published on September 29, 2023, followed by a final order issued on November 22, 2024. Implementation is scheduled for August 1, 2025.

The Wholesale Electric Quadrant’s Version 004 standards were adopted in November 2023, but due to a delay in Federal Register publication, they were only published in the Federal Register on February 19, 2025. They have a 12-month timeline for implementing the cybersecurity standard and an 18-month timeline for the additional standards. Retail standards were published in December 2023, and he will keep the members updated on any considerations or requests by the Revenue Committee.

Ms. Hogge asked if there was an expectation from the Commission to revise the cybersecurity standards more regularly now that they have been moved to the cybersecurity manual, or if revisions would only occur as needed. Mr. Booe responded that the intention of the new Cybersecurity manuals is to allow for quicker revisions in the event that a new threat is discovered and needs to be mitigated.

**7. Board of Directors, Board Committee, and Regulatory Updates**

Mr. Booe provided a review of the [membership update](https://www.naesb.org/misc/membership_report_031825.docx). He announced that NAESB has gained five new members since the end of last year, with the only resignation coming from Chesapeake, now merged with SWN to form Expand. He noted that, overall, NAESB has maintained steady membership levels, with no other losses so far in 2025. He encouraged participants to verify their membership contact details included in the materials to ensure accuracy.

Mr. Booe then gave an update on [NAESB Board of Directors and Committees](https://naesb.org/pdf4/bd121224dm.docx). He stated that the NAESB Board last met in December 2024, where Joe Paladino from the Department of Energy presented on Integrated System Planning, and Camilo Serna from NERC discussed gas/electric coordination efforts across the industry. Mr. Booe stated that the timing of these discussions was well aligned with NAESB’s efforts, particularly given the standards filed with the Commission in response to Winter Storm Elliott on December 3, 2024. He added that the next Board meeting is scheduled for April 24, 2025, where Mark Menezes from USEA will speak, and the annual plans will be reviewed.

He continued with an update on the [Board Strategy Committee](https://www.naesb.org/pdf4/bd_strategy_120424mn.docx), which will meet on April 7, 2025. The committee plans to discuss the outcome of the Advisory Council meeting and review the process for developing the NAESB Strategic Plan for 2025-2027. They will also evaluate a recommendation from the National Petroleum Council Charting the Course – Reducing GHG Emissions from the U.S. Natural Gas Supply Chain Study

Mr. Booe also provided updates on the Board Revenue Committee. He shared that the Revenue Committee has already met its standards sales revenue target for the year as of January, thanks to the timing of the Commission’s orders on the latest versions of the standards.

Mr. Booe then provided a regulatory update. He noted that there were some challenges with getting the documents into the Federal Register, but those have been addressed.

**8. Other Business**

Mr. Booe noted that the agenda includes the [2025 Meeting Schedule](https://naesb.org/pdf4/2025_schedule.pdf).

**9. Adjourn**

The meeting adjourned at 2:19 PM Central on a motion by Mr. McCord.

| **10. Attendance & Voting Record** |
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| **WGQ Executive Committee** | **Attendance** | **vote 1** |
| --- | --- | --- |
| Shawn McGovern | Executive Vice President Natural Gas Marketing, Occidental Energy Marketing | In Person | Support |
| Jay Dibble | Senior Regulatory Advisor, Chevron Natural Gas | By Phone | Support |
| Mark Moyer | Vice President, Natural Gas, EQT Energy, LLC |  | Support (NB) |
| Jim Busch | Sr. Regulatory Advisor, BP Energy Company | By Phone | Support |
| Ben Schoene | Director Regulatory Affairs, Commercial Gas and Power, ConocoPhillips Company | By Phone | Support |
| Kim Van Pelt | Manager, Business Processes, Transportation/Storage Services, Kinder Morgan Inc | In Person | Support |
| Tom Gwilliam | Manager, Transportation Services and Commercial Regulations, Iroquois Gas Transmission System | By Phone | Support |
| Rachel A. Hogge | Manager – Business Services & Technology, Eastern Gas Transmission and Storage, Inc. | In Person | Support |
| Christopher Burden | Technical Manager Standards & Regulatory Compliance, Enbridge (U.S.) Inc. | In Person | Support |
| Pete Connor (as alt. for Matthew Agen) | Chief Regulatory Counsel, Energy, American Gas Association | By Phone | Oppose |
| Sarah Stabley | Managing Director, Gas Supply Optimization & Pipeline Services, Piedmont Natural Gas |  | Oppose (NB) |
| Kenneth Yagelski | Director Gas Supply and Gas Control, Southern Company Gas | By Phone | Oppose |
| Andrew MacBride | Director, FERC Gas Markets Policy, National Grid | By Phone | Abstain |
| Jessica Tarbox (as alt. for Kathryn Ferreira) | Manager of Energy Training and Systems – Gas Supply, New Jersey Natural Gas | In Person | Support (NB) |
| Willis E. McCluskey | Senior Fuel Supply Analyst, Salt River Project Agricultural Improvement & Power District | By Phone | Support |
| Sarah Myrick | Gas Operations Manager, Southern Company Services, Inc |  | Oppose (NB) |
| Adrian Harris | Advisor I – Standard & Assurance (Industry Engagement), MISO |  | Support (NB) |
| Keith Sappenfield | Principal, Project Strategy, Sabine Pass Liquefaction, LLC | By Phone | Support |
| Karen Stampfli (as alt. for Sandy Walker) | Manager, Tennessee Valley Authority | By Phone | Support |
| Leigh Spangler | Representative, Latitude Technologies, LLC, an ESG Company | By Phone | Support |
| Jim Buccigross | Vice President – Energy Industry Practice, Group 8760 LLC |  | Support (NB) |
| Greg Lander | President, Skipping Stone, LLC |  | Support (NB) |
| Rakesh Agrawal | Executive Vice President, Blackstone Technology Group, Inc. |  | Support (NB) |
| Lisa Simpkins | Director – Fuels Policy, Federal Regulatory Affairs, Exelon Generation Company, LLC | In Person | Support |

\*\* Additional votes were cast to “abstain” by the following WGQ Executive Committees Alternate(s): Local Distribution Company (LDC) Segment – Ivan Kimball (Consolidated Edison Company of NY, Inc.)

| **Other Attendees** | **Organization** | **Attendance**  |
| --- | --- | --- |
| Jonathan Booe | NAESB | In person |
| Pete Connor | AGA | By Phone |
| Jay Dibble | Chevron | By Phone |
| Steven Fiorella | Southern Company | By Phone |
| Nichole Lopez | Kinder Morgarn  | In Person |
| Debbie McKeever | Oncor | In Person |
| Megan Miller | Enbridge | By Phone |
| Amrit Nagi | NAESB | In Person |
| Chris Russo | ExxonMobil Corporation | In Person |
| Karen Stampfli | TVA | By Phone |
| Debbie Santolin | Southern Company | By Phone |
| Veronica Thomason | NAESB | In Person |
| Caroline Trum | NAESB | By Phone |
| Jill Vaughn | Court Reporter | In Person |