



# Gas Industry Standards Board

1100 Louisiana, Suite 4925  
Houston, Texas, 77002

Phone - (713) 757-4175, Fax - (713) 757-2491, email [gisb@aol.com](mailto:gisb@aol.com)

June 27, 1997

TO: Executive Committee, Posting on the GISB Home Page  
FROM: Rae McQuade, Executive Director  
RE: Upcoming July 10 Executive Committee Meeting & Agenda

## MEETING ANNOUNCEMENT:

Attached please find the draft agenda for the upcoming Executive Committee meeting. Materials will be provided shortly by mail to Executive Committee members and will be posted on the GISB home page in the "EXECUTIVE COMMITTEE" area. As noticed in the Standards Action Bulletin, the meeting will be held in Houston on July 10. The Process Subcommittee meeting will be held directly prior to the Executive Committee meeting on July 10:

Where: Doubletree Hotel  
400 Dallas Street  
Granger A  
Houston, TX 77002  
Phone: 713-759-0202  
When: July 10, 1997 10:00 a.m. to 5:30 p.m. (a working lunch will be provided)

To prepare for this meeting, you should access the requests and related minutes of subcommittees on the home page. **The EC meeting will conclude at the time specified on the agenda unless the chairman determines that the meeting times should be extended to address all agenda items.**

A transcript will be taken for the EC meeting. You can order the transcripts during the meeting. You can also order the transcripts of the meeting on January 9, February 5, March 5, April 10, May 8 and June 10 from Jane Copeland of Ak/Ret Reporting.

**Please notify the GISB office by July 8** of your intent to attend so that appropriate meeting and lunch arrangements can be made. I look forward to seeing you in Houston. Please feel free to call if you have any questions or comments.

cc: Dennis Holbrook  
Laurie Paulson  
Posting on GISB Home Page for access to all GISB members and other interested parties



## GISB EXECUTIVE COMMITTEE MEETING

DOUBLETREE HOTEL, 400 DALLAS, GRANGER A, HOUSTON, TEXAS.

### PROPOSED AGENDA

July 10, 1997 -- 10:00 a.m. to 5:30 p.m.

- |            |     |   |
|------------|-----|---|
| 10:00 a.m. | 1.  | Welcome <ul style="list-style-type: none"><li>- Antitrust Guidelines</li><li>- Welcome to members and attendees</li><li>- Adoption of Agenda</li><li>- Adoption of the Draft Minutes of June 10 and 11, 1997</li></ul>  |
| 10:30 a.m. | 2.  | Review of Recommended Standards and Interpretations <ul style="list-style-type: none"><li>- Discussion</li><li>- Vote by Executive Committee Members at a "17/2" Level</li></ul>  |
| Noon       |     | WORKING LUNCH   |
| 1:00 p.m.  | 3.  | Scope Determination and Triage Actions <ul style="list-style-type: none"><li>- Scope determination on New Requests : Discussion and Procedural Vote</li><li>- Triage Actions for New Requests : Discussion and Procedural Vote</li></ul>  |
| 1:30 p.m.  | 4.  | Gas Day Issues - R97083   |
| 2:30 p.m.  | 5.  | Update on Process Subcommittee Issues with possible votes <ul style="list-style-type: none"><li>- Discussion Groups</li><li>- Interpretation Subcommittee Procedures</li><li>- Composition of Interpretation Subcommittee</li><li>- Triaging Interpretation Requests</li><li>- Subcommittee and Task Force Meeting Procedures</li></ul> |
| 3:00 p.m.  | 6.  | Discussion Group Report   |
| 3:30 p.m.  | 7.  | EDM Usage Matrix <ul style="list-style-type: none"><li>- Survey on Electronic Delivery Mechanisms prepared by Sylvia Munson</li></ul>   |
| 4:00 p.m.  | 8.  | Report on conversations with FERC staff - if any  |
| 4:15 p.m.  | 9.  | Reporting Requirements for request forms, mission statements, recommendation forms, industry comment forms  |
| 4:30 p.m.  | 10. | Update on ANSI issues   |
| 5:00 p.m.  | 11. | Subcommittee Updates  |
| 5:30 p.m.  |     | Adjourn   |

**Note: The business attire is business casual. The Chairman, at his discretion, may extend the hours of the meeting to ensure that all agenda items are addressed.**