



# 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)

July 22, 1997

TO: Executive Committee, Posting on the GISB Home Page  
FROM: Rae McQuade, Executive Director  
RE: Upcoming August 13 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 Washington on August 13. The Process Subcommittee meeting will be held directly prior to the Executive Committee meeting on August 13:

Where: The Army and Navy Club  
On Farragut Square, 901 17th Street NW -- (meeting in the Ballroom)  
Washington, D.C. 20006  
Phone: 202-628-8400

When: August 13, 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 all of the meetings held in 1997 from Jane Copeland of Ak/Ret Reporting.

**Please notify the GISB office by August 6** 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

The Army and Navy Club  
On Farragut Square, 901 17th Street NW , Washington, D.C. 20006

### PROPOSED AGENDA

August 13, 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 July 10, 1997</li></ul>  |
| 10:15 a.m. | 2. | Review of Recommended Standards and Interpretations - R97054, C97002A <ul style="list-style-type: none"><li>- Discussion</li><li>- Vote by Executive Committee Members at a "17/2" Level</li></ul>   |
| 10:45 a.m. |    | Review of Recommended Model Trading Partner Agreement - R97035, R97060 <ul style="list-style-type: none"><li>- Discussion</li><li>- Vote by Executive Committee Members</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. | Update on Process Subcommittee Issues with possible votes <ul style="list-style-type: none"><li>- Business Practices Subcommittee</li><li>- Affiliated Groups</li><li>- Triage Group<ul style="list-style-type: none"><li>- Triaging Interpretation Requests</li></ul></li></ul> |
| 2:30 p.m.  | 5. | September 1 FERC Report and Conversations with FERC Staff <ul style="list-style-type: none"><li>- Transfer of C97012 and C97013 to Business Practices Subcommittee</li></ul>   |
| 3:30 p.m.  | 6. | Definitions Task Force Update  |
| 4:00 p.m.  | 7. | Annual Meeting Update  |
| 4:15 p.m.  | 8. | EDI Matrix Report -- Comments Received by the GISB Office  |
| 4:30 p.m.  | 9. | Subcommittee Updates <ul style="list-style-type: none"><li>- Forms and their Usage -- Conference Call on July 28</li></ul>   |
| 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.**